

SKM IN ARCHITECTURAL DRAUGHTING Level 3

PRE-REQUISITE

Based on the workshop findings, it is decided that the minimum requirements for those interested to enrol in this course areas below:

- i) Be able to calculate (basic), read and write in Bahasa Malaysia and / English and / or other languages and;
- ii) Full interest in architectural industry and;
- iii) Physically and mentally fit and not colour blind.

REGULATORY BODY

Lembaga Arkitek Malaysia (LAM)

The Board of Architects Malaysia is a statutory authority responsible for the enforcement of the Architects Act 1967.

The functions of the Board are provided under the section 4 (1) of the aforesaid Act which includes the following:

- Registration of Professional Architects and Building Draughtsmen;
- Registration of architectural consultancy practices;
- Regulation of their conduct and ethics;
- Conducting examinations for admission to the profession;
- Accreditation of architectural programmes;
- Development and promotion of the professions;
- Representing the architectural profession in any matter at local and international levels;
- Interior design.

COMPETENCY PROFILE CHART (CPC)

SECTOR	BUILDING & CONSTRUCTION		
SUB SECTOR	ARCHITECTURAL		
JOB AREA	ARCHITECTURAL		
NOSS TITLE	ARCHITECTURAL DRAUGHTING		
JOB LEVEL	3	NOSS CODE	BC-050-3:2013

COMPETENCY	COMPETENCY UNIT			
CORE	ARCHITECTURAL DRAUGHTING SCHEMATIC DRAWING	ARCHITECTURAL DRAUGHTING SUBMISSION DRAWING	ARCHITECTURAL DRAUGHTING TENDER / CONSTRUCTION DRAWING	ARCHITECTURAL DRAUGHTING AS-BUILT DRAWING
	BC-050-3:2013-C01	BC-050-3:2013-C02	BC-050-3:2013-C03	BC-050-3:2013-C04
ELECTIVE	ARCHITECTURAL GRAPHIC COMMUNICATION	ARCHITECTURAL MODEL MAKING	ENGLISH LITERACY	INDUSTRIAL TRAINING
	BC-050-3:2013-E01	BC-050-3:2013-E02	SKM-EL/L3	SKM-IT/L3

MODULE

Outline

1. Architectural Draughting Schematic Drawing

BC-050-3:2013-01

The architectural draughting schematic drawing is an initial architectural drawing that consists of spatial relationship, scale and form for the trades people to review. The person who is competent in this schematic drawing shall be able to carry out site observation, handle schematic drawing preparation, prepare / assist schematic drawing requirement, draw 2D drawing, draw 3D drawing and present schematic drawing too superior for approval to satisfy the needs and goals of client with the supervision of trades people.

CU Work Activities

1. Carry out site observation
2. Prepare / assist schematic drawing requirement
3. Draw 2D drawing
4. Draw 3D drawing
5. Present schematic drawing to superior

2. Architectural Draughting Submission Drawing

BC-050-3:2013-C02

The architectural draughting submission drawing describes a service in which the drawing moves from the schematic phase to design development phase. These drawings will focus more on the technical aspect of materials and building system. The drafts person assists the design development drawings to crystallise the design concept in terms of architectural vocabulary for authority assessment and approval.

CU Work Activities

1. Prepare submission drawing requirement
2. Draw submission drawing
3. Check final draft submission drawing
4. Present submission drawing to superior

3. Architectural Draughting Tender and Construction Drawing

BC-050-3:2013-C03

The architectural draughting tender and construction drawing describes a service in which the drawing moves from design development phase to contract documentation. These drawings will focus more on drawings with greater detail. These drawings typically include specifications for construction details and materials for costing and construction.

CU Work Activities

1. Prepare tender and construction drawing requirement
2. Draw tender and construction drawing in detail
3. Compile relevant drawings
4. Present architectural tender and construction drawing to superior

4. Architectural Draughting As-Built Drawing

BC-050-3:2013-C04

The architectural draughting as-built drawing is a final phase of the set of drawing. It is documented upon completion of a project or a particular job. They reflect all changes made in the specifications and working drawing during the construction process to ensure the exact dimensions, geometry and location of all elements of the work completed under the contract.

CU Work Activities

1. Prepare as-built drawing requirement
2. Draw as-built drawing
3. Present as-built drawing to superior

5. Architectural Draughting Measured Drawing

BC-050-3:2013-C05

The architectural draughting measured drawing is prepared in the process of measuring a building for future renovation or as historic documentation. They are accurately drawn from on-site measurement. The reproduction of drawing reflects the exact dimension, geometry and location of all elements of the existing building.

CU Work Activities

1. Carry out site and building inspection
2. Prepare measured drawing requirement
3. Draw measured drawing
4. Present measured drawing to superior

6. Supervisory and Administrative Function

BC-050-3:2013-C06

The supervisory and administrative function is a skill to administer and supervise work and subordinate according to company practices.

CU Work Activities

1. Prepare job schedule
2. Organise storing system
3. Appraise staff performance
4. Conduct On Job Training (OJT)

7. Architectural Graphic Communication

BC-050-3:2013-E01

The architectural graphic communication is the term can refer to a number of artistic and professional disciplines which focus on visual communication and presentation.

CU Work Activities

1. Prepare graphic communication requirement
2. Produce graphic communication presentation drawing
3. Present graphic communication to superior

8. Architectural Model Making

BC-050-3:2013-E02

Architectural model is a physical model, a representation or copy of an object that is larger or smaller than the actual size of the object, which seeks to maintain the relative proportions (the scale factor) of the physical size of the original object. Very often the scale model is used as a guide to making the object in full size. These models are traditionally hand-made, but advances in technology have turned the industry into a very high tech process than can involve laser cutters, CNC machines as well as rapid prototyping or 3D printing.

CU Work Activities

1. Prepare model making tools and equipment
2. Produce scaled model
3. Present scaled model making to superior

9. English Literacy

SKM-EL/L3

This module is designed to help improving students' English proficiency. Students will develop effective self-learning tools in order to take control of their own language learning that will extend beyond the limits of this course. This modules helps students in conducting self-directed through reading, writing and listening.

10. Industrial Training

SKM-IT/L3

Industrial training provides students with necessary practical exposure and skills and assists the students in becoming a successful professional drafter. The objectives of the industrial training are to expose students to the various aspects of industrial practices and ethics and to appreciate the significance of theoretical knowledge gained in the industry. Students are required to undergo industrial training for a minimum period of 6 months and pass the training assesment in order to graduate. The industrial training provides exposure for real life work and internships, career options with different work environments, exposure to latest technologies that are currently being used by relevant industry.

DEFINITION OF COMPETENCY LEVEL

The NOSS is developed for various occupational areas. Candidates for certification must be assessed and trained at certain levels to substantiate competencies. Below is a guideline of each NOSS Level as defined by the Department of Skills Development, Ministry of Human Resources, Malaysia.

Malaysia Skills Certificate Level 1: OPERATION LEVEL	Competent in performing a range of varied work activities, most of which are routine and predictable.
Malaysia Skills Certificate Level 2: OPERATION LEVEL	Competent in performing a significant range of varied work activities, performed in a variety of contexts. Some of the activities are non-routine and required individual responsibility and autonomy.
Malaysia Skills Certificate Level 3: SUPERVISORY LEVEL	Competent in performing a broad range of varied work activities, performed in a variety of contexts, most of which are complex and non-routine. There is considerable responsibility and autonomy and control or guidance of others is often required.
Malaysia Skills Diploma, DKM, Level 4: EXECUTIVE LEVEL	Competent in performing a broad range of complex technical or professional work activities performed in a wide variety of contexts and with a substantial degree of personal responsibility and autonomy. Responsibility for the work of others and allocation of resources is often present.
Malaysia Skills Advanced Diploma DLKM, Level 5: MANAGERIAL LEVEL	Competent in applying a significant range of fundamental principles and complex techniques across a wide and often unpredictable variety of contexts. Very substantial personal autonomy and often significant responsibility for the work of others and for the allocation of substantial resources features strongly, as do personal accountabilities for analysis, diagnosis, planning, execution and evaluation.

<p>The structure of Skill Qualification in Malaysia:</p> <ul style="list-style-type: none"> • DKLM (Diploma Lanjutan Kemahiran Malaysia) • DKM (Diploma Kemahiran Malaysia) • SKM level 3 • SKM Level 2 • SKM Level 1 	<p>The structure of Architectural Draughting skill qualification:</p> <ul style="list-style-type: none"> • DLKM – Architectural Technical Management • DKM – Diploma in Architectural Technical Administration • SKM Level 3 – Architectural Draughting • SKM Level 2 – Not Applicable • SKM Level 1 – Not Applicable
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JOB COMPETENCIES

Industrial Management (Level 5) personnel are competent in performing the following core competencies: Professional & Functional Tasks Management Marketing & Sales Development & Planning Financial Planning & Controlling Human Resource Development & Management Business Process Management.

WORKING CONDITIONS

The work environment for personnel in industrial administration depends largely on the type of job they are doing. They often work in structured environments.. Depending on the type of organisation, work hours may be 9 to 5 or they may be more flexible. Overtime is often required when big projects are nearing completion, or when annual analyses and presentations need to be made. Personnel in this type of position will also need to work with a lot of different people and hence require excellent communication skills.

EMPLOYMENT PROSPECTS

Industrial Management is general in nature and covers a wide scope ranging from human resource and marketing to finance. Graduates having this certification can be employed in a wide variety of careers and diverse industries. An Industrial Management certification can lead to many attractive career opportunities in today’s competitive industrial world and companies which are looking for highly-skilled professionals who can bring their companies to higher level of success. Industrial Management is designed to produce graduates who have a strong foundation of 7 communication, problem solving, and leadership skills ideally suited for the industrial world.

TRAINING, INDUSTRIAL RECOGNITION, OTHER QUALIFICATION AND ADVANCEMENT

Many public and private training providers offer training in the area of Industrial Administration and Management leading to either a Diploma or a Degree. Industrial Management certification can also be awarded through the National Dual Training System (NDTS) whereby apprentices learn and work at a company and gain theoretical knowledge from a training centre. Further certification may increase the chances of career advancement. Thus with additional formal training and certification, the experienced personnel in Industrial Management Level 5 can obtain higher professional qualifications as well as career advancement .