

WP2: Qualification matrix

EQF3- F | Florist

Descriptors on level 3:

K: knowledge of facts, principles, processes and general concepts, in a field of work or study

S: A range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools, materials and information

R/A: Take responsibility for completion of tasks in work or study; adapt own behaviour to circumstances in solving problems

Unit	Unit title	
0	Key competences and basic skills	R
0.A	Adaptability <i>is about intrapreneurship, innovation, communication, analysing, critical thinking, cooperation etc.</i> - can investigate, learn, explore and innovate - thinks and analyses critically and solves issues - knows the value of other ideas, concerns and motives	EQF3-L EQF3-G
0.C	Creativity <i>is about problem solving, idea development, innovation etc.</i> - has an open and curious mindset in order to develop new ideas - puts new ideas into action to solve issues/problems	EQF3-L EQF3-G
0.S	Sustainability <i>is about pollution, waste, water, energy</i> - knows the basics of ecological processes in natural systems - plans and carries out work tasks in an environmentally sustainable way - adjusts working processes within a set of guidelines, in order to maintain sustainability in a changing environment - assesses the environmental impact of a work process	EQF3-L EQF3-G
0.T	Technology <i>is about basic digital tools (ITC, mobile phone, photo)</i> - carries out work tasks using digital tools	EQF3-L EQF3-G

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	<ul style="list-style-type: none"> - knows relevant equipment and machinery - knows basic legislation concerning reproduction of digital resources for private and commercial purpose - understands the risks of web-based communication i.e. virus, malware - evaluates web pages for relevance and reliability of content - participates in evaluating the use of technology in a work task 				
1	Sector core competence	Knowledge	Skills	Responsibility and autonomy	R
1.1	Production (sector related) <i>is about workplace, tools, working procedures, botany (plant classification, botanical names, growing conditions)</i>	<ul style="list-style-type: none"> - knows workplace organization and effective work processes - knows most common tools, materials and techniques - knows basic botanical principles - knows the quality characteristics of flowers and plants - knows basic plant protection 	<ul style="list-style-type: none"> - organises their own workplace according to ergonomic and effective aspects - names plants and their parts, recognizes different soils - carries out fertilisation procedures 	<ul style="list-style-type: none"> - reacts to new requirements and changes processes accordingly - determines general care requirements from the external appearance of a plant - improves growing conditions - works with some autonomy 	
1.2	Product development (sector related) <i>is about supply, partners/network, marketing, develop products (mapping needs, plan, work in a creative process, creative tools...)</i>	<ul style="list-style-type: none"> - knows sources of supply and partners in the industry - knows basic marketing possibilities 	<ul style="list-style-type: none"> - assists with collaboration between different partners to build networks and develop markets 	<ul style="list-style-type: none"> - monitors the market, draws conclusions and responds to trends under instruction 	
1.3	Communication and company (sector related) <i>is about start-up/entrepreneurship, marketing, law and regulations, communicate with customers verbal and visual, sales and services</i>	<ul style="list-style-type: none"> - knows basic start-up requirements and regulations for companies - knows marketing measures 	<ul style="list-style-type: none"> - implements legal and tax requirements when establishing and running a company 	<ul style="list-style-type: none"> - trains themselves to implement new guidelines with some autonomy 	EQF3-G

		<ul style="list-style-type: none"> - knows legal guidelines - knows business models, relevant laws and authorities - knows the applicable insurance companies 			
1.4	<p>Health and Safety (sector related) <i>is about health precautions, safe working methods, cleanliness/hygiene, equipment, pesticides, poisonous and allergenic plants, working environment</i></p>	<ul style="list-style-type: none"> - knows health and safety regulations for basic work processes in the industry - knows basic requirements for health and safety clothing in the industry - knows basic risk management procedures for handling common toxic or allergenic plants 	<ul style="list-style-type: none"> - plans and performs work tasks and activities in accordance with health and safety regulations - uses correct working techniques and protection - performs work in an ergonomically correct manner - assists handling toxic or allergenic plants - provides fire protection and firefighting measures - provides first aid 	<ul style="list-style-type: none"> - chooses equipment and protective clothing that is adapted to the weather and climate conditions and the task at hand - takes responsibility for the health and safety situation for a limited part of the work process or routine work 	<p>EQF3-L EQF3-G</p>
1.5	<p>Sustainability (sector related) <i>is about sustainable use of resources, ecological footprint, fair trade, protection of the environment and species, UNs Sustainable Development Goals, knowledge of green</i></p>	<ul style="list-style-type: none"> - knows concepts of ecology and explains the cycles of nature - knows the basic principles of ecological footprints 	<ul style="list-style-type: none"> - suggests ways to reuse and recycle material - suggests ways to minimize waste - applies principles of sustainability to make work 	<ul style="list-style-type: none"> - contributes to the creation of activities in the business field - Implements new knowledge on ecological, 	

	<i>supply chains, cradle-to-cradle thinking, circular-economy principles</i>	generated by company activities - knows the links between environmental, economic and social sustainability	tasks more environmentally friendly	social and economic issues, under instruction	
1.T	Technology (sector related) <i>is about machinery, equipment, instruments</i> - digital tools (for payment, communication, in the production) - technological tools (VR, AR aso.)	- knows the most common machines, tools, equipment and instruments used in the company - knows a range of relevant digital tools for the company	- performs simple tool maintenance - follows consumer manuals for instruments and digital devices - chooses the right tool for a task - uses basic digital tools for communication, calculation and information gathering - applies basic digital tools in planning, implementation and documentation	- takes responsibility for the use and maintenance of buildings and equipment - participates in assessing the use of technology - carries out work tasks involving relevant digital tools with some autonomy	EQF3-G EQF4-F
2	Occupational core competence	Knowledge	Skills	Responsibility and autonomy	R

<p>2.1</p>	<p>Production in floristry <i>is about plant production in different growing systems</i></p> <p>- plant life processes and growth conditions</p> <p><i>Plant identification and classification</i></p> <p><i>Storage, packaging, transport.</i></p>	<ul style="list-style-type: none"> - knows general principles of design - knows the general properties and materials of different vessels - knows general floristry theory - knows different manufacturing techniques - knows the basics of floristic applications and styles - knows the most important epochs in art history - knows relevant cultural and seasonal references - knows regulations of plant care 	<ul style="list-style-type: none"> - applies basic floristry knowledge - selects the correct flowers, materials and tools - explains and justifies work steps - plants according to the needs of the plant 	<ul style="list-style-type: none"> - applies new knowledge to changing requirements 	
<p>2.2</p>	<p>Floristry product development <i>is about develop products and concepts, work in a creative process in gardening, visualize/draw, use creative tools, tools and techniques in gardening, presentation, make model/prototype, calculate</i></p>	<ul style="list-style-type: none"> - knows basic product presentation - knows trends - knows how to calculate the costs of a product 	<ul style="list-style-type: none"> - retrieves and explains simple design concepts from the web 	<ul style="list-style-type: none"> - reacts to new trends and requirements under instruction 	

2.3	Communication and company <i>is about retail, framework conditions in the floristry sector, documentation, laws and regulations, norms of business, entrepreneurship, sales and services in floristry, economics and management, marketing (web, social medias...)</i>	<ul style="list-style-type: none"> - knows the applicable regulations - works in connection with the company and colleagues 	<ul style="list-style-type: none"> - carries out work within the framework of guidelines and regulations - serves customers under instruction - carries out tasks as ordered 	<ul style="list-style-type: none"> - takes some responsibility for starting up and managing a small company 	
2.4	Health and Safety <i>is about safe use of tools and remedies, regarding how the gardener works, handles plants with pesticides...</i>	<ul style="list-style-type: none"> - knows the requirements of the trade association for activities in the company - knows primary sources of accidents and health risks in everyday business 	<ul style="list-style-type: none"> - identifies the causes and risks of accidents pre-emptively 	<ul style="list-style-type: none"> - can take responsibility for the health and safety of a work process - notices changes to the findings under guidance and monitors the effects 	EQF3-G
2.5	Sustainability <i>is about waste prevention, reduce wastage, sustainable methods (re-use, recycle) and techniques, environmentally friendly materials and techniques, managing stock, using local products</i>	<ul style="list-style-type: none"> - knows how the choice of conservation methods influences the general living conditions of flora and fauna and the environment 	<ul style="list-style-type: none"> - chooses environmentally friendly materials and methods in construction and maintenance - evaluates environmental and energy economy measures in product development and production - works to reduce and recycle waste 	<ul style="list-style-type: none"> - assists improving sustainability practices in floristry - takes responsibility for minimizing the environmental impact of a basic work task or a work process in floristry 	