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| **Student name:** | **………………………………………………………..** |
| **Project name:** |  |
| **Unit standard number:** | **24358 (v3)** |
| **Unit standard name:** | **Plan and monitor the construction of a BCATS project, and quality check the product** |

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| **Project overview** Briefly describe what you are making, who you are making it for, and any special features (for eg, appearance, materials, structural). Also attach:* a copy of your drawings and/or the plans you will be working from
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| **Project plan** Break your project into stages and briefly describe what you need to do in each stage. Give an estimate of how long you think each stage will take.**1.****2.****3.****4.****5.****6.**(Add more stages if you need to.) | **Resources**What resources do you need at each stage? (Resources are things like materials, tools, equipment, machinery, and people.) **1.****2.****3.****4.****5.****6.** | **Quality checks** How will you make sure the quality of each stage of the project is what it should be?**1.****2.****3.****4.****5.****6.** |

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| **Record of work**List the tasks you did to complete each stage of your project. | **Supporting images**(eg photos, sketches, cutting lists, order forms. You can insert them here or attach them.) | **Work operations*** Describe what you did to work safely.
* Describe what you did to keep your work area and tools, equipment, machinery and materials clean and tidy.
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| **Write down: 1 Any variances (differences) between the final product and the original project documentation.**  **2. Any remedial actions you need to take for the final product to meet quality requirements.**  |

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| **Teacher/tutor comments****Date:**  |