

<b>Title of the qualification</b>	Florist			<b>U1</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Work organisation</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U1.1 Business organisation - structure of the company areas</b> <ul style="list-style-type: none"> <li>• Delivery</li> <li>• Manufacturing</li> <li>• Sale</li> <li>• Warehouse</li> <li>• Stay / social rooms</li> </ul>	She/He <ul style="list-style-type: none"> <li>• orients her/himself in the concrete enterprise:               <ul style="list-style-type: none"> <li>⇒ distribution of the premises</li> <li>⇒ knows the function of the operating areas</li> <li>⇒ knows internal rules</li> <li>⇒ order in the rooms</li> <li>⇒ placement of workspaces.</li> </ul> </li> </ul>	She/He <ul style="list-style-type: none"> <li>• can use the business breakdown of the business after instruction to perform the tasks:               <ul style="list-style-type: none"> <li>⇒ recognizes the connection between the individual work tasks and rooms</li> <li>⇒ knows the organization system and can orientate her/himself on this system.</li> </ul> </li> </ul>	She/He <ul style="list-style-type: none"> <li>• is able to use the spatial disposition of the individual areas after instruction in such a way that unnecessary ways and procedures are avoided.</li> <li>• is able to perform known processes in the right place.</li> <li>• can carry out goods and activities in the appropriate premises.</li> <li>• is responsible for the order and cleanliness in the salesrooms under control.</li> </ul>	

<p><b>U1.2</b> <b>Scheduling</b></p> <ul style="list-style-type: none"> <li>• Planning the work process</li> <li>• Schedules related to the work orders: short and long term</li> <li>• Timelines related to employee assignment</li> <li>• Control and evaluate processes</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can arrange the work steps according to their effort.</li> <li>• has knowledge about work organization.</li> <li>• knows work schedules:               <ul style="list-style-type: none"> <li>⇒ daily schedule</li> <li>⇒ weekly schedule</li> <li>⇒ vacation schedule.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• plans the daily routine, can work according to plan.</li> <li>• can carry out assigned work according to the operation procedure under supervision.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can organize the daily business operations.</li> <li>• can plan recurring work processes for the day, monitor and evaluate periods and initiate corrections:               <ul style="list-style-type: none"> <li>⇒ punctuality before starting work</li> <li>⇒ put on protective clothing</li> <li>⇒ time required for repetitive activities.</li> </ul> </li> </ul>
<p><b>U1.3</b> <b>Logistics</b></p> <ul style="list-style-type: none"> <li>• Planning</li> <li>• Control</li> <li>• Optimization and implementation of goods, information and personal flows</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows in general possible logistics routes.</li> <li>• knows necessary steps to transport goods.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can help with recurring aspects of logistics and after training independently:               <ul style="list-style-type: none"> <li>⇒ sorting and providing the packaging</li> <li>⇒ order transmission by fax, e-mail</li> <li>⇒ unpacking and packing</li> <li>⇒ control e.g. order messenger</li> <li>⇒ errands</li> <li>⇒ receipt of goods.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to implement logistical tasks:               <ul style="list-style-type: none"> <li>⇒ control of the packaging units</li> <li>⇒ receipt of goods</li> <li>⇒ goods shipping</li> <li>⇒ matching the delivered goods with documents.</li> </ul> </li> </ul>

<p><b>U1.4</b> <b>Organization of the work process - workflows related to manufacturing</b></p> <ul style="list-style-type: none"> <li>• Goods Procurement / Purchasing</li> <li>• Material properties (flowering time, durability)</li> <li>• Manufacturing processes</li> <li>• Presentation</li> <li>• Sale</li> <li>• Packaging</li> <li>• Logistics</li> <li>• Planning new processes</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the basic assortment of the goods, determines the plants, their claims.</li> <li>• knows the elementary floristic techniques in the production.</li> <li>• has knowledge of various work processes in the manufacturing process.</li> <li>• knows different aids.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can carry out basic processing of the prepared material and material, he can judge the properties of the goods.</li> <li>• masters organizational procedures of work processes: <ul style="list-style-type: none"> <li>⇒ preparation of work processes</li> <li>⇒ goods procurement e.g. cutting flowers</li> <li>⇒ bleed of cut flowers</li> <li>⇒ provide adjuster / vases</li> <li>⇒ care of cut flowers (flowering times, shelf life).</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can carry out elementary steps in the sale of goods.</li> <li>• is able to process the prepared material into simple workpieces.</li> <li>• prepares the working processes under.</li> <li>• organizes single known work actions.</li> </ul>
<p><b>U1.5</b> <b>Workplace design</b></p> <ul style="list-style-type: none"> <li>• Setup workspace <ul style="list-style-type: none"> <li>⇒ Provide material and work equipment</li> <li>⇒ Safety regulations</li> <li>⇒ Fire protection</li> </ul> </li> <li>• Ergonomics of the workplace / effective work</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows tools and aids in operation.</li> <li>• knows the basic assortment of tools and aids in the workplace.</li> <li>• knows the function of the inventory.</li> <li>• knows the effective way of working in the business.</li> <li>• knows ergonomic aspects of the workplace in relation to the: <ul style="list-style-type: none"> <li>⇒ health</li> <li>⇒ work efficiency.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is in the position, under direction and under supervision, to perform tasks assigned to him in preparation for various work steps.</li> <li>• waits for the inventory of the business assigned to him.</li> <li>• acts in the interests of health protection and establishes the workplace accordingly.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to set up workplaces according to need and activity.</li> <li>• can provide the appropriate tools and provide all necessary tools and materials.</li> <li>• can handle the inventory according to the works.</li> <li>• can deal with the corresponding work tasks of the shop.</li> <li>• is able to comply with occupational health and safety</li> </ul>

			<p>practices related to their own physical needs with known activities.</p> <ul style="list-style-type: none"><li>• is able to comply with recommended effective working practices.</li></ul>
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<b>Title of the qualification</b>	Florist			<b>U2</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Material (vegetable and non-vegetable) and tools</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U2.1</b> <b>Botany</b> <ul style="list-style-type: none"> <li>• Structure of the plants <ul style="list-style-type: none"> <li>⇒ Cell</li> <li>⇒ Morphology (root, shoot axis, leaves, flowers, fruits)</li> </ul> </li> <li>• Life processes in plants <ul style="list-style-type: none"> <li>⇒ Water balance</li> <li>⇒ Substance and energy change</li> <li>⇒ Change of form</li> <li>⇒ Reproduction</li> <li>⇒ Physiology - irritability</li> <li>⇒ Genetics</li> </ul> </li> <li>• Plant knowledge <ul style="list-style-type: none"> <li>⇒ Systematics (structure of the plant kingdom)</li> <li>⇒ Nomenclature - bot. names</li> <li>⇒ Horticultural signs</li> </ul> </li> <li>• Soil Science <ul style="list-style-type: none"> <li>⇒ Soils</li> <li>⇒ Gardening earths</li> <li>⇒ Substrates</li> </ul> </li> <li>• Fertilizer teaching <ul style="list-style-type: none"> <li>⇒ Nutrition of the plant</li> </ul> </li> </ul>	She/He <ul style="list-style-type: none"> <li>• knows the names of the basic range of plants and their botanical names and characteristics.</li> <li>• knows the general structure of plants from general education.</li> <li>• knows the plant parts.</li> <li>• knows various commercial plants and cut flowers.</li> <li>• knows the basics of the structure of the plant kingdom in seed plants and mosses from general education.</li> <li>• knows symbols, so-called horticultural signs.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• is oriented in the assortment of plants in the business and can work with them depending on their characteristics.</li> <li>• can distinguish plant parts.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• masters the assortment of the business and can work with it according to characteristics.</li> <li>• recognizes and names typical plant parts and assigns them correctly to the plants: <ul style="list-style-type: none"> <li>⇒ roots</li> <li>⇒ shoot axis</li> <li>⇒ leaves</li> <li>⇒ flowers</li> <li>⇒ fruits and seeds.</li> </ul> </li> <li>• names plants and cut flowers with trade-specific names.</li> </ul>	

<ul style="list-style-type: none"> <li>⇒ Fertilizers and regulations</li> <li>⇒ Fertilizer recommendations</li> </ul>			
<p><b>U2.2</b> <b>Materials and pots</b></p> <ul style="list-style-type: none"> <li>• Binding tools</li> <li>• Plug-in auxiliary resources</li> <li>• Wires</li> <li>• Fabrics and ribbons</li> <li>• Candles</li> <li>• Paper</li> <li>• Pots</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the basic assortment of materials.</li> <li>• knows properties of the materials from the general knowledge.</li> <li>• knows the different material groups, which are processed in the business.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• recognizes the materials of different pots.</li> <li>• can use the materials properly depending on the workpiece.</li> <li>• can apply known materials:               <ul style="list-style-type: none"> <li>⇒ use pots of the same condition</li> <li>⇒ soak the plug-in compound</li> <li>⇒ wire.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• selects materials and pots according to purpose:               <ul style="list-style-type: none"> <li>⇒ weatherproof</li> <li>⇒ degradable</li> <li>⇒ waterproof.</li> </ul> </li> <li>• is able to select suitable materials for different work steps in known work and to decide on the use of materials in the business.</li> </ul>
<p><b>U2.3</b> <b>Care and storage</b></p>	<p>She/He</p> <ul style="list-style-type: none"> <li>• has more extensive knowledge of the principles of storage and further care of the customer.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• prepares the input goods for sale:               <ul style="list-style-type: none"> <li>⇒ quality control</li> <li>⇒ cleaning</li> <li>⇒ pricing.</li> </ul> </li> <li>• can accept the goods upon delivery.</li> <li>• sort the goods into the sales room.</li> <li>• preparing the original goods / packaging.</li> <li>• stores the goods assortment correctly.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can give the customer information for care or storage.</li> <li>• carefully follow instructions for care and storage according to instructions and use proper care products.</li> </ul>

		<ul style="list-style-type: none"> <li>• informs the customer about further care.</li> </ul>	
<b>U2.4 Plant protection</b> <ul style="list-style-type: none"> <li>• Integrated plant protection</li> <li>• Resistances</li> <li>• Biological plant protection</li> <li>• Vegetable pouring and spraying</li> <li>• Chemical plant protection</li> <li>• Patterns of damage and causes           <ul style="list-style-type: none"> <li>⇒ Damage caused by culture</li> <li>⇒ External influences, weather</li> <li>⇒ Pathogens</li> <li>⇒ Pests</li> <li>⇒ Vegetable pests</li> </ul> </li> <li>• Laws and Regulations</li> <li>• Application procedures</li> <li>• Protection of species</li> </ul>	She/He <ul style="list-style-type: none"> <li>• knows patterns of damage of abiotic and biotic origin.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• passes on information and observations to qualified employees.</li> <li>• can carry out plant protection work under the supervision of qualified labor:           <ul style="list-style-type: none"> <li>⇒ mechanical</li> <li>⇒ physical.</li> </ul> </li> <li>• can clean up diseased plants and remedy other measures independently.</li> <li>• gets information and help from trained colleagues.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• detects simple patterns of damage, wild herbs in crops, harmful animals and performs under countermeasures.</li> <li>• makes a distinction between information that he or she may give to the customer and those for which an expert certificate is required.</li> </ul>
<b>U2.5 Use and maintenance of tools</b>	She/He <ul style="list-style-type: none"> <li>• knows common tools and devices.</li> <li>• knows the individual tools and equipment in operation and knows the principles of their care and maintenance (disinfect, sharpen).</li> </ul>	She/He <ul style="list-style-type: none"> <li>• may use tools under supervision or according to instructions:           <ul style="list-style-type: none"> <li>⇒ florists knife</li> <li>⇒ secateurs</li> <li>⇒ mechanical spines remover</li> <li>⇒ plastering machine for flower stems</li> </ul> </li> </ul>	She/He <ul style="list-style-type: none"> <li>• knows to which work which tools are needed, can select the tools.</li> <li>• avoids damage through wrong use.</li> </ul>

		<p>⇒ gerbera tuber.</p> <ul style="list-style-type: none"><li>• maintains the tools and equipment and keeps them clean.</li></ul>	
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<b>Title of the qualification</b>	Florist			<b>U3</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Techniques</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U3.1</b> <b>Preparation techniques - primary techniques</b> <ul style="list-style-type: none"> <li>• Cutting / dividing with different tools <ul style="list-style-type: none"> <li>⇒ Knife</li> <li>⇒ Cutter</li> <li>⇒ Secateurs</li> <li>⇒ Loppers</li> <li>⇒ Paper Scissors</li> <li>⇒ Cutting machine</li> <li>⇒ Glass cutter</li> <li>⇒ Flex</li> </ul> </li> <li>• Stabilizing <ul style="list-style-type: none"> <li>⇒ Props</li> <li>⇒ Rails</li> </ul> </li> <li>• Protecting <ul style="list-style-type: none"> <li>⇒ Unwrapping</li> <li>⇒ Wrapping</li> <li>⇒ Grow</li> <li>⇒ Painting</li> <li>⇒ Lining up (foil)</li> </ul> </li> <li>• Extending the wire <ul style="list-style-type: none"> <li>⇒ Fork</li> <li>⇒ Skewer</li> <li>⇒ Wiring up chain</li> </ul> </li> </ul>	She/He <ul style="list-style-type: none"> <li>• knows the basics of cut flower care and can pass these on to sales customers.</li> <li>• knows the functionalities of machines: <ul style="list-style-type: none"> <li>⇒ gerbera tuber</li> <li>⇒ rose spines remover.</li> </ul> </li> <li>• knows general care measures for cut flowers: <ul style="list-style-type: none"> <li>⇒ remove excess leaves and side shoots</li> <li>⇒ cutting the flower stems</li> <li>⇒ setting in clean containers with fresh water</li> <li>⇒ cooling.</li> </ul> </li> <li>• knows different techniques of drawing.</li> <li>• knows by observation various stabilizing, protective and prolonging primary techniques.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• is responsible for the execution of the standard flower care.</li> <li>• selects the right tool for it.</li> <li>• is able to select and implement the corresponding bleed for common flowers.</li> <li>• is responsible for recurring stabilizing, protective and lengthening preparation techniques and independently implements them under control: <ul style="list-style-type: none"> <li>⇒ support flowers with support wires</li> <li>⇒ lining of containers with foils, for joining work, planting</li> <li>⇒ forking</li> <li>⇒ extending wire on skewer.</li> </ul> </li> <li>• can operate known machines under control.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• is able to select and implement the corresponding stalks.</li> <li>• is competent to select the filling level for the vases corresponding to the known flower types.</li> <li>• has experience with different materials for stabilizing and supporting and can name differences.</li> <li>• understands the functioning of machines and can draw conclusions about the work with different material properties: <ul style="list-style-type: none"> <li>⇒ the strength of the gerbera stems determines the material thickness of the hoses</li> <li>⇒ thickness of the spines specifies brush of the machine.</li> </ul> </li> </ul>	



	<ul style="list-style-type: none"> <li>• knows different wires:             <ul style="list-style-type: none"> <li>⇒ support wire</li> <li>⇒ decorative wire</li> <li>⇒ stretching wire.</li> </ul> </li> <li>• knows different techniques of wiring.</li> </ul>	<ul style="list-style-type: none"> <li>• provides cut flowers professionally.</li> </ul>	
<p><b>U3.2</b> <b>Manufacturing techniques</b></p> <ul style="list-style-type: none"> <li>• Binding (bouquets, wreath, garland) with various tools / means of design             <ul style="list-style-type: none"> <li>⇒ Tie wire</li> <li>⇒ Cable ties</li> <li>⇒ Grape wire</li> <li>⇒ Rubber rings</li> <li>⇒ Band</li> <li>⇒ Bast</li> <li>⇒ Fast binder</li> </ul> </li> <li>• Plugging</li> <li>• Glueing             <ul style="list-style-type: none"> <li>⇒ Hot glue</li> <li>⇒ Wallpaper glue</li> <li>⇒ Craft glue</li> </ul> </li> <li>• Sticking             <ul style="list-style-type: none"> <li>⇒ Adherence</li> <li>⇒ Needles</li> <li>⇒ Nailing</li> <li>⇒ Tacking</li> <li>⇒ Toothpick / skewers</li> </ul> </li> <li>• Planting</li> <li>• Setting</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the basics of bouquet binding with various tools / means of design.</li> <li>• knows the most important production techniques from observation:             <ul style="list-style-type: none"> <li>⇒ plugging</li> <li>⇒ gluing.</li> </ul> </li> <li>• knows various common tools and materials for manufacturing techniques.</li> <li>• knows the workflow for planting.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is responsible for binding simple known bouquet shapes:             <ul style="list-style-type: none"> <li>⇒ bundles</li> <li>⇒ series bouquets.</li> </ul> </li> <li>• is responsible for the recurring task of setting the flowers for sale.</li> <li>• is able to create simple piecing work.</li> <li>• is able to create simple plantings.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to implement recurring processes and work steps after instruction and under control.</li> <li>• selects the right materials and tools for copying manufacturing activities or specifications.</li> <li>• can coordinate the known processes of production techniques, prepare work equipment and work under control planning.</li> </ul>

<p><b>U3.3</b> <b>Design techniques</b></p> <ul style="list-style-type: none"> <li>• Winding</li> <li>• Threading</li> <li>• Pouring / sprinkling</li> <li>• Braiding</li> <li>• Piling</li> <li>• Knitting</li> <li>• Crocheting</li> <li>• Soldering</li> <li>• Sewing</li> <li>• Weaving</li> <li>• Clamping</li> <li>• Twirling</li> <li>• Noding</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows different design techniques from the daily work in the shop.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• works with simple techniques independently after instruction and under control or duplicates under instruction design techniques.</li> <li>• knows various common aids and materials for design techniques.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can coordinate known processes of design techniques, provide tools and work under control planning.</li> <li>• is able to implement recurring design techniques.</li> <li>• derives requirements for materials and tools for known activities.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U4</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Design</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U4.1</b> <b>Order types</b> <ul style="list-style-type: none"> <li>• Symmetry</li> <li>• Asymmetry</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can name the order types and explain the assignment on simple criteria.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can create simple symmetrical workpieces after instruction.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• derives from the criteria of symmetry to implementations with different flowers.</li> </ul>	
<b>U4.2</b> <b>Design type</b> <ul style="list-style-type: none"> <li>• Decorative</li> <li>• Vegetative</li> <li>• Formal-linear</li> </ul>	She/He <ul style="list-style-type: none"> <li>• knows the terms from other contexts and can name properties.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• is responsible to develop recurring decorative workpieces.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• recognizes the decorative style.</li> <li>• selects materials and materials for practiced and well-known recurring workpieces.</li> <li>• is capable of implementing the basics of decorative design.</li> </ul>	

<p><b>U4.3</b> <b>Arrangement</b></p> <ul style="list-style-type: none"> <li>• Arrangement type (line course of the materials)             <ul style="list-style-type: none"> <li>⇒ Radial</li> <li>⇒ Parallel</li> <li>⇒ Free</li> </ul> </li> <li>• Depth effect and spatiality (arrangement of materials in the workpiece)             <ul style="list-style-type: none"> <li>⇒ Dimension (line, area body)</li> <li>⇒ Overlap</li> <li>⇒ Staggering</li> <li>⇒ Grouping</li> <li>⇒ Ranking</li> <li>⇒ Scattering</li> <li>⇒ Growth point</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• has exact knowledge of the radial arrangement.</li> <li>• is aware that there are different types of arrangement.</li> <li>• can name different dimensions:             <ul style="list-style-type: none"> <li>⇒ one-dimensional</li> <li>⇒ two-dimensional</li> <li>⇒ three-dimensional.</li> </ul> </li> <li>• can describe different rankings.</li> <li>• can describe the simple scattering.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is responsible for creating simple bouquets and arrangements in the radial arrangement.</li> <li>• can implement series and diversification in different works after instruction.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• combines in workpieces with instruction:             <ul style="list-style-type: none"> <li>⇒ radial arrangement</li> <li>⇒ rankings</li> <li>⇒ scatterings.</li> </ul> </li> <li>• is able to undertake elaborate known repeating techniques as preparatory work.</li> </ul>
<p><b>U4.4</b> <b>Form theory - appearance of plants / essential features</b></p> <ul style="list-style-type: none"> <li>• Basic shapes and their effects (triangle, rectangle, circle)</li> <li>• Shape quality (solid to loose outline)</li> <li>• Constructive and free forms</li> <li>• Forms of movement</li> <li>• Valences</li> <li>• Structure</li> <li>• Texture</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows aspects of the morphology:             <ul style="list-style-type: none"> <li>⇒ basic forms</li> <li>⇒ structures</li> <li>⇒ texture</li> <li>⇒ value</li> <li>⇒ movement form.</li> </ul> </li> <li>• knows the term structure from other areas.</li> <li>• knows the basics of texture from the general knowledge about substances.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• describes the knowledge comprehensible in common usage.</li> <li>• can select the known basic shapes according to specifications from the cut flower assortment.</li> <li>• can draw the basic shapes.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can recognize differences and understand explanations.</li> <li>• is able to apply the knowledge about the reason and the forms of movement in different workpieces.</li> </ul>

	<ul style="list-style-type: none"> <li>recognize basic forms in flowers and plants.</li> </ul>		
<b>U4.5 Proportion</b> <ul style="list-style-type: none"> <li>3: 5: 8</li> <li>Excessive proportion</li> <li>Inverse proportions</li> <li>Wreath proportion</li> </ul>	She/He <ul style="list-style-type: none"> <li>knows proportional theory from school knowledge (mathematics, art).</li> <li>knows the guidelines of the proportion of floristic workpieces.</li> </ul>	She/He <ul style="list-style-type: none"> <li>produces floristic workpieces in the correct proportion.</li> </ul>	She/He <ul style="list-style-type: none"> <li>understands the relationships between proportion and effect and can implement this with different workpieces.</li> </ul>
<b>U4.6 Color theory</b> <ul style="list-style-type: none"> <li>Color naming</li> <li>Color systems</li> <li>Color contrasts</li> <li>Color harmonies</li> <li>Color symbolism</li> <li>Color effects</li> </ul>	She/He <ul style="list-style-type: none"> <li>knows the basic colors and mixed colors.</li> <li>knows typical color names.</li> <li>knows pastel colors.</li> <li>knows dark colors.</li> </ul>	She/He <ul style="list-style-type: none"> <li>can select materials in the basic colors and mixed colors.</li> <li>can call different colors in the regional language.</li> </ul>	She/He <ul style="list-style-type: none"> <li>is able to describe the colors.</li> <li>understands how to mix pastel and dark colors and is able to explain the relationships.</li> </ul>
<b>U4.7 Stylistics</b>	She/He <ul style="list-style-type: none"> <li>has basic knowledge of art lessons / architectural studies and has an expanded general knowledge.</li> </ul>	She/He <ul style="list-style-type: none"> <li>can name single simple tree features:             <ul style="list-style-type: none"> <li>⇒ columns</li> <li>⇒ decorative forms</li> <li>⇒ roof shapes.</li> </ul> </li> <li>describes important style features</li> </ul>	She/He <ul style="list-style-type: none"> <li>detects differences in the construction of buildings and can name these.</li> <li>is able to describe the architectural styles of regionally known buildings.</li> </ul>

		on and in buildings.	<ul style="list-style-type: none"><li>• can make simple workpieces for the different architectural styles after instructions.</li></ul>
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<b>Title of the qualification</b>	Florist			<b>U5</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	Thematic floristry			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
Diverse workpieces on topics: <ul style="list-style-type: none"> <li>• Colour</li> <li>• Texture</li> <li>• Seasons</li> <li>• Mood             <ul style="list-style-type: none"> <li>⇒ Childlike</li> <li>⇒ Cheerful</li> <li>⇒ Elegant</li> <li>⇒ Festive</li> </ul> </li> <li>• Style             <ul style="list-style-type: none"> <li>⇒ Vintage</li> <li>⇒ Scandinavian</li> <li>⇒ Exotic</li> <li>⇒ Rustic</li> </ul> </li> <li>• Material properties             <ul style="list-style-type: none"> <li>⇒ Brittle</li> <li>⇒ Climbing</li> </ul> </li> <li>• Symbolism</li> <li>• Events related to topics             <ul style="list-style-type: none"> <li>⇒ Exhibitions</li> <li>⇒ Fairs</li> </ul> </li> <li>• Topics of origin / home of Plants or materials             <ul style="list-style-type: none"> <li>⇒ European</li> <li>⇒ Alpin</li> <li>⇒ Mediterranean</li> </ul> </li> </ul>	She/He <ul style="list-style-type: none"> <li>• knows common and often used themed floristic accessories, matching plants and cut flowers.</li> <li>• knows recurring preparation work.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• prepares materials and materials for assembly according to the given instructions.</li> <li>• can assist with the preparation of simple workpieces based on written instructions or instructions given by the supervisor.</li> <li>• can duplicate simple workpieces according to given example.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• selects accessories, suitable plants and cut flowers for composition according to the topics.</li> <li>• takes into account simple design principles for given examples.</li> </ul>	





<ul style="list-style-type: none"><li>• Scent</li><li>• Plant Group<ul style="list-style-type: none"><li>⇒ Grasses</li><li>⇒ Bog plant</li><li>⇒ Wet meadow</li></ul></li></ul>			
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<b>Title of the qualification</b>	Florist			<b>U6</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Event-related floristry</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<p>Diverse workpieces for:</p> <ul style="list-style-type: none"> <li>• Public and representative events <ul style="list-style-type: none"> <li>⇒ Flower arrangements for openings</li> <li>⇒ Inaugurations</li> <li>⇒ State occasions</li> <li>⇒ Anniversaries</li> <li>⇒ Ceremonies</li> <li>⇒ Award ceremonies</li> <li>⇒ Television productions</li> </ul> </li> <li>• Family celebrations <ul style="list-style-type: none"> <li>⇒ Wedding</li> <li>⇒ Baptism</li> <li>⇒ Mourning</li> <li>⇒ Anniversaries</li> <li>⇒ Birthdays</li> </ul> </li> <li>• Floristry for religious festivals / religious holidays <ul style="list-style-type: none"> <li>⇒ Easter</li> <li>⇒ Christmas</li> <li>⇒ Baptism</li> <li>⇒ Thanksgiving</li> <li>⇒ Pentecost</li> <li>⇒ Ascension</li> <li>⇒ Other faiths</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the assortment of representative materials and materials that suits different public events.</li> <li>• knows the assortment of materials from the general environment, which are suitable for different family celebrations.</li> <li>• knows traditional color preferences.</li> <li>• knows regional traditions.</li> <li>• recognizes the assortment of materials, which fits to calendar festivals and customs, from own experience.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• continues work.</li> <li>• works on instructions and produces simple known workpieces and substructures.</li> <li>• prepares materials and materials according to specifications.</li> <li>• can create workpieces according to instructions using simple techniques.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• recognizes the work started and the composition of the workpieces according to the given pattern and continues them professionally.</li> <li>• recognizes the work started and the composition of the workpieces according to the given pattern.</li> <li>• is able to continue to work properly according to the pattern.</li> <li>• uses suitable materials and materials.</li> <li>• produces independently under control: <ul style="list-style-type: none"> <li>⇒ subtypes</li> <li>⇒ familiar</li> <li>⇒ do some work</li> <li>⇒ duplicates prototypes.</li> </ul> </li> </ul>	



<ul style="list-style-type: none"> <li>• Festivals during the year:             <ul style="list-style-type: none"> <li>⇒ Winter festivals (New Year's Eve, Carnival)</li> <li>⇒ Spring Festival (May Day, Cherry Blossom Festival, Mother's Day, Women's Day)</li> <li>⇒ Summer festivals (solstice, summer party, children's day)</li> <li>⇒ Autumn festivals (beginning of the school year, sugar bag festival, kite festival, Halloween)</li> </ul> </li> </ul>			<ul style="list-style-type: none"> <li>• recognizes the assortment of materials and materials that are suitable for calendar festivals and customizing.</li> <li>• is able to deduce from the traditions on symbolics.</li> <li>• leads traditional binders according to specifications technically correct.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U7</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Room-related floristry</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<p>Diverse workpieces as jewelry or decoration:</p> <ul style="list-style-type: none"> <li>• Architecturally appropriate floristry</li> <li>• Window decoration</li> <li>• Table decoration with spatial reference</li> <li>• Objects</li> <li>• Event and exhibition design</li> <li>• Shop design</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows different architectural styles of buildings.</li> <li>• knows shop window decorations from own consumption.</li> <li>• knows different table forms.</li> <li>• knows from the observation various table decoration forms and possible components: <ul style="list-style-type: none"> <li>⇒ nameplates</li> <li>⇒ candles</li> <li>⇒ napkins decoration.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can name features from the observation.</li> <li>• prepares materials and materials for assembly according to the given instructions.</li> <li>• can assist with written instructions or instruction in the manufacture of simple workpieces.</li> <li>• can duplicate simple workpieces according to a given example.</li> <li>• prepares materials and materials for assembly according to the given instructions.</li> <li>• can assist with the preparation of simple workpieces based on written instructions or guidelines from the supervisor.</li> <li>• can duplicate simple workpieces</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• recognizes differences.</li> <li>• works in familiar circumstances after training independently.</li> <li>• recognizes given patterns and is able to work according to the specifications.</li> <li>• take note of simple design principles for given examples.</li> <li>• recognizes given patterns and is able to work according to specifications.</li> <li>• take note of simple design principles for given examples.</li> </ul>	



		according to a given example.	
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<b>Title of the qualification</b>	Florist			<b>U8</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Marketing and sales</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U8.1 Customer advice and service</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows customer types.</li> <li>• knows all the usual consulting activities in the specialist shop of observations.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• acts customer-friendly and confident in the sale.</li> <li>• uses technical terms correctly.</li> <li>• can independently carry out recurrent consultations of customers according to specifications and training.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• applies the basic manners in the store.</li> <li>• is able to fulfill common inquiries and, if necessary, forward them to responsible colleagues in order to obtain quality advice.</li> </ul>	
<b>U8.2 Preparation and conclusion of contracts, offers</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows formal and formal requirements for: <ul style="list-style-type: none"> <li>⇒ purchase contracts at the cash register</li> <li>⇒ on-line</li> <li>⇒ mobile sales</li> <li>⇒ deals</li> <li>⇒ pricing.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can work with POS systems, computers and EC devices.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• collects information from requests for offers.</li> <li>• can formulate offers in oral sales.</li> <li>• is able to recognize values and correct errors in pricing.</li> </ul>	

<p><b>U8.3</b> <b>Promotion of sales</b></p> <ul style="list-style-type: none"> <li>• Flower shop design</li> <li>• Product presentation</li> <li>• Marketing actions / promotional measures</li> <li>• Use of different advertising platforms</li> <li>• Management / means of marketing</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows general sales promotion marketing activities from its own consumption behavior: ⇒ advertising through different actions in different media ⇒ routing in the shop.</li> <li>• knows different advertising platforms from the own consumption.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• understands basic marketing activities.</li> <li>• can help with various activities.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is responsible for the presentation of cut flowers and bouquets and works independently after instruction.</li> <li>• can compare prices on the internet or in commercials.</li> </ul>
<p><b>U8.4</b> <b>Cooperation in an international context</b></p>	<p>She/He</p> <p>knows the basics of a foreign language from school education.</p>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can apply general principles in a foreign language.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can apply general language skills in a foreign language.</li> </ul>

<b>Title of the qualification</b>	Florist			<b>U9</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Business management</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U9.1 Legal bases</b>	She/He <ul style="list-style-type: none"> <li>• knows the legal basis concerning the sale.</li> <li>• knows the commercial law of the country.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• understands legal bases like the commercial law.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• respects legal bases as the commercial law.</li> </ul>	
<b>U9.2 Formation of an enterprise</b>	She/He <ul style="list-style-type: none"> <li>• has basic knowledge about possibilities of starting a business.</li> <li>• knows business concepts and business models.</li> <li>• knows the country's legislative regulations when starting up businesses for individual companies.</li> <li>• knows location criteria.</li> <li>• knows financing possibilities.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can select a business model.</li> <li>• can work out a concept and seek advice.</li> <li>• may use general national legislation to prepare the documents when establishing a trade.</li> <li>• can start a business and sign up.</li> <li>• is able to compare individual insurances and different policies.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• decides, depending on the environment of the new business situation, for suitable entrepreneurial start-up processes:               <ul style="list-style-type: none"> <li>⇒ creating a concept</li> <li>⇒ financing</li> <li>⇒ advertising concept.</li> </ul> </li> <li>• is competent to weigh company risks after consultation and to select appropriate insurance cover and conclude contracts according to various dangers.</li> </ul>	





	<ul style="list-style-type: none"> <li>• knows specific tax regulations.</li> <li>• knows entrepreneurial necessary insurance and their processing options.</li> </ul>		<ul style="list-style-type: none"> <li>• updates insurance contracts.</li> </ul>
<b>U9.3</b> <b>Forms and principles of business organisation</b>	She/He <ul style="list-style-type: none"> <li>• knows the basics and differences of different company forms.</li> <li>• knows principles for the management of a trading company.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can enumerate forms of enterprise from the general knowledge.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can weigh the different criteria according to their business idea and choose a company form.</li> <li>• is competent to an your own company or branch office.</li> </ul>
<b>U9.4</b> <b>Commercial management</b> <ul style="list-style-type: none"> <li>• Accounting</li> <li>• Bookkeeping</li> <li>• Cash balancing</li> </ul>	She/He <ul style="list-style-type: none"> <li>• knows simple rules of a calculation.</li> <li>• knows criteria of taxation.</li> <li>• knows basics of:             <ul style="list-style-type: none"> <li>⇒ payment methods such as cash, card payment, bank transfer</li> <li>⇒ cash balancing.</li> </ul> </li> </ul>	She/He <ul style="list-style-type: none"> <li>• can independently carry out calculations in daily business according to the instructions of the management.</li> <li>• can carry out recurring activities independently with guidance and under control.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• understands the different calculations of work performance / service, fresh goods and hard goods.</li> <li>• masters the course of various basic activities and actions in the profession after training and under control.</li> </ul>

<b>Title of the qualification</b>	Florist			<b>U10</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Human resources management and training</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U10.1 Personnel management and conflict management</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows different leadership styles and forms of conflict.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can guide less qualified personnel under supervision after being trained.</li> <li>• recognizes conflicts between employees.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• recognizes opportunities to fit into the different leadership styles.</li> <li>• can pass on instructions independently after training.</li> <li>• is competent to deal with conflicts.</li> <li>• is able to settle conflicts.</li> </ul>	
<b>U10.2 Human resource planning</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the country-specific labor laws with reference to:             <ul style="list-style-type: none"> <li>⇒ working hours of employees</li> <li>⇒ break times</li> <li>⇒ leave arrangements</li> <li>⇒ rest periods.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can read rosters on her/his own.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to understand deployment plans and act accordingly.</li> <li>• can control that rosters are tailored or adjusted to the own needs.</li> </ul>	

<p><b>U10.3</b> <b>Training and development of personnel</b></p> <ul style="list-style-type: none"> <li>• Identification of training needs of employees</li> <li>• Job description</li> <li>• Creation of a vocational training program</li> <li>• Implementation of education and training</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the own education plans.</li> <li>• knows the own job description.</li> <li>• knows vocational training programs.</li> <li>• knows all the ways of education and many opportunities for further education.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can formulate own further education wishes.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to understand job descriptions and demand training or find opportunities.</li> <li>• can pass on observations about less qualified employees.</li> <li>• reflects his expertise realistically and is able to take on further education offers.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U11</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Quality control / assessment</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U11.1 Analysis</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>knows the scope of a quality control as well as its generally visible criteria.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>can perform quality control on known workpieces, operations and placements with training and specifications.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>is aware of the need for regular quality control.</li> <li>understands how to control the quality with specifications, can report results and correct them after training.</li> </ul>	
<b>U11.2 Consulting</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>knows advisory activities in the specialist business from observations.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>can recognize customer consultations.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>is able to forward inquiries to responsible colleagues in order to receive quality advice.</li> <li>can understand an advisory assessment and implement clues.</li> </ul>	
<b>U11.3 Monitoring the quality of work</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>knows simple ways of self-control.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>applies simple self-control options.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>can implement evidence of an assessment.</li> </ul>	



<b>Title of the qualification</b>	Florist			<b>U12</b>
<b>EQF level</b>	Level 3 (Flower seller)			
<b>Unit of learning outcomes</b>	<b>Occupational safety and environmental protection</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U12.1 Occupational safety</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows general rules for occupational safety and health.</li> <li>• knows comprehensive general rules when dealing with sharp tools:             <ul style="list-style-type: none"> <li>⇒ knife</li> <li>⇒ scissors</li> <li>⇒ pliers</li> <li>⇒ saw.</li> </ul> </li> <li>• knows chemicals, manuals and possible health hazards of used chemicals.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• works according to the relevant safety regulations, partly independently, partly under supervision.</li> <li>• can work with sharp, electrical and temperature generating tools and equipment.</li> <li>• can work with common chemicals.</li> <li>• may use recommended protective equipment such as gloves.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• acts according to the instructions of general occupational health and safety regulations when working with commonly used tools and machines.</li> <li>• understands the operating instructions of power tools (drill, screwdriver, glue gun) and acts carefully.</li> <li>• is aware of the dangers of working with chemicals (detergents, adhesives, paints) and acts accordingly.</li> </ul>	

<b>U12.2</b> <b>Environmental protection</b>	She/He <ul style="list-style-type: none"> <li>• knows general criteria of environmental protection.</li> <li>• knows well-known species protection criteria.</li> <li>• knows generally applicable criteria of nature conservation from the general education.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• protects the environment in everyday business with guidance.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• recognizes the need for environmental protection.</li> <li>• acts in the sense of nature conservation, environmental protection and species protection with instructions and controls.</li> <li>• acts according after introductory training environmentally friendly.</li> </ul>
<b>U12.3</b> <b>Waste prevention and waste disposal</b>	She/He <ul style="list-style-type: none"> <li>• knows ways of avoiding waste from general knowledge.</li> <li>• knows general types of waste and national waste regulations.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• separates common waste.</li> <li>• recycles waste and can dispose of recyclable waste.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• disposes of waste with instructions in an environmentally friendly manner.</li> </ul>
<b>U12.4</b> <b>Energy</b>	She/He <ul style="list-style-type: none"> <li>• knows energy sources.</li> <li>• knows possibilities of an economical use of energy through general education.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• handles energy carefully.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• works with instructions resource-saving.</li> <li>• reduces environmental impact through the use of regional products.</li> </ul>