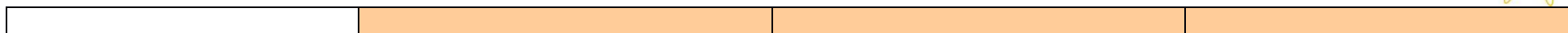


<b>Title of the qualification</b>	Florist			<b>U1</b>
<b>EQF level</b>	Level 4 (Florist)			
<b>Unit of learning outcomes</b>	<b>Work organisation</b>			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<b>U1.1 Business organisation - structure of the company areas</b> <ul style="list-style-type: none"> <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>• has elementary knowledge of the operational organization and construction of the areas of operation.</li> <li>• knows the structure and functions of the rooms.</li> <li>• knows the necessary facilities for the respective functions.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can use the business organization of the business after instruction to fulfill the tasks:               <ul style="list-style-type: none"> <li>⇒ recognizes the connection between the individual work tasks and rooms.</li> </ul> </li> <li>• knows the system of order and can orientate itself on this system.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• sets up the rooms according to the functions logical and ergonomic:               <ul style="list-style-type: none"> <li>⇒ Direct ways</li> <li>⇒ Short ways</li> <li>⇒ Correct working heights</li> <li>⇒ safety aspects</li> <li>⇒ clarity.</li> </ul> </li> <li>• can carry out processes in the different rooms efficiently and logically.</li> <li>• is able to take into account the functions of the rooms and carry out the respective work in the corresponding rooms.</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>• has knowledge about work organization.</li> <li>• knows work schedules.</li> <li>• knows employee schedules.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can plan and organize the operation.</li> <li>• can work on schedule.</li> <li>• can combine short-term and long-term processes combined.</li> <li>• plans the timing of the orders, also for individual employees or as a team.</li> <li>• can control processes.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can plan, organize, monitor, evaluate and correct the short-term and long-term work processes of the course of business.</li> <li>• can insert individual orders from experience structured into the schedule.</li> <li>• employees can legally plan in accordance with the workload and the respective working hours (vacation, breaks).</li> <li>• creates the employee assignment plan.</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 the criteria that belong to the logistics:           <ul style="list-style-type: none"> <li>⇒ packaging</li> <li>⇒ security</li> <li>⇒ transport times</li> <li>⇒ Legal aspects.</li> </ul> </li> <li>• knows the possibilities to procure and ship goods:           <ul style="list-style-type: none"> <li>⇒ wholesale markets</li> <li>⇒ internet trade.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can carry out all logistics aspects.</li> <li>• carries out the transport for special orders.</li> <li>• can hire external transport companies.</li> <li>• is able to accept, carry out, ship deliveries.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to process goods procurement and shipping according to:           <ul style="list-style-type: none"> <li>⇒ legal provisions</li> <li>⇒ timely</li> <li>⇒ environmentally friendly</li> <li>⇒ efficiently.</li> </ul> </li> <li>• is responsible for planning, organizing and securing the supply cycle in the business.</li> </ul>

	<ul style="list-style-type: none"> <li>• knows delivery options:             <ul style="list-style-type: none"> <li>⇒ company cars</li> <li>⇒ taxi</li> <li>⇒ takeaway</li> <li>⇒ transport companies.</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>• masters the specialist terminology.</li> <li>• knows the elementary and special possibilities of purchasing goods:             <ul style="list-style-type: none"> <li>⇒ pre-orders</li> <li>⇒ order.</li> </ul> </li> <li>• knows the legislature in the trade.</li> <li>• knows ways to order and buy goods according to the marketing strategies of the store.</li> <li>• knows elementary and special floristic processes in production.</li> <li>• knows possibilities of the processes of the goods presentation and the sales.</li> <li>• knows packaging options for sales, transport and protection.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can perform all skills related to the procurement of goods.</li> <li>• acts in accordance with the Legislature.</li> <li>• can prepare and create orders for goods purchase.</li> <li>• is able to plan the product range.</li> <li>• can carry out the purchase.</li> <li>• can carry out all processes related to production.</li> <li>• can carry out all the processes of product presentation and sales.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can plan inventory, compare offers and order goods based on business alignment / strategy.</li> <li>• can estimate stocks according to the paragraph and order new goods.</li> <li>• can request quotes from suppliers.</li> <li>• is able to compare goods / offers and make decisions that suit the business, based on:             <ul style="list-style-type: none"> <li>⇒ quality</li> <li>⇒ Delivery period</li> <li>⇒ quantity and prices.</li> </ul> </li> <li>• is competent to create orders.</li> <li>• uses different ways to order goods:             <ul style="list-style-type: none"> <li>⇒ Digital over the Internet</li> <li>⇒ personally at the wholesale market</li> <li>⇒ nursery plants.</li> </ul> </li> </ul>

			<ul style="list-style-type: none"> <li>• is able to perform or guide a wide variety of subject-related work processes and processes in a structured and logically sorted manner.</li> <li>• is able to process the material and the materials in logical working processes and in accordance with the material:             <ul style="list-style-type: none"> <li>⇒ blossoming times</li> <li>⇒ storage times</li> <li>⇒ durability.</li> </ul> </li> <li>• masters more demanding actions of work processes:             <ul style="list-style-type: none"> <li>⇒ order taking</li> <li>⇒ quotations</li> <li>⇒ complaint report.</li> </ul> </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>• has an overview of setting up workstations.</li> <li>• knows the necessary equipment and tools and equipment for the respective work processes.</li> <li>• knows the ergonomic aspects:             <ul style="list-style-type: none"> <li>⇒ working heights</li> <li>⇒ water connection</li> <li>⇒ electricity</li> <li>⇒ viewing areas</li> <li>⇒ light / brightness.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can set up the jobs.</li> <li>• maintains and maintains the work areas of the shop.</li> <li>• can be ergonomic action.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to set up the workplace according to the need for different processes, to prepare / provide all necessary tools, tools, materials and materials.</li> <li>• plans and monitors the availability of work equipment and tools.</li> <li>• can adapt ergonomic aspects to different situations and people.</li> </ul>



<b>Title of the qualification</b>	Florist			<b>U2</b>
<b>EQF level</b>	Level 4 (Florist)			
<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 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 structure of plants.</li> <li>• knows the plant parts.</li> <li>• knows metamorphoses.</li> <li>• has knowledge about life function of plants.</li> <li>• knows life processes.</li> <li>• knows the structure of plant systematics.</li> <li>• knows the names of a wider range of plants and defines their characteristics.</li> <li>• knows the botanical name.</li> <li>• knows common varieties.</li> <li>• knows horticultural signs.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can name the material parts.</li> <li>• describes the life processes.</li> <li>• can explain the structure.</li> <li>• can name plants and their parts.</li> <li>• can detect horticultural signs.</li> <li>• can detect the different soils, substrates and soils.</li> <li>• can name criteria.</li> <li>• can fertilize.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• recognizes plant parts.</li> <li>• names typical plant parts and assigns them correctly to the plants: <ul style="list-style-type: none"> <li>⇒ root types</li> <li>⇒ stem forms</li> <li>⇒ leaf shapes</li> <li>⇒ flowers and shapes.</li> </ul> </li> <li>• can explain various metamorphoses.</li> <li>• can assign functions to the plant parts and explain them.</li> <li>• is able to deduce from the appearance of plants and plant parts or deficiencies conclusions about general errors in care and resulting corrections and assistance.</li> <li>• assigns the right names and</li> </ul>	

<ul style="list-style-type: none"> <li>⇒ Fertilizers and regulations</li> <li>⇒ Fertilizer recommendations</li> </ul>	<ul style="list-style-type: none"> <li>• knows the criteria of soil science.</li> <li>• knows the ways of feeding the plants.</li> <li>• knows the composition of fertilizers.</li> <li>• knows different fertilizers.</li> </ul>		<ul style="list-style-type: none"> <li>botanical names to plants and parts of plants.</li> <li>• sorts appropriate plants into the various areas of plant systematics.</li> <li>• is in a position to assign horticultural signs to the different plants according to their characteristics and to draw conclusions about their care and to pass them on to customers.</li> <li>• assigns soils, substrates and soils to plant preferences and explain this and explain differences.</li> <li>• can explain the modes of action.</li> <li>• can explain the functions.</li> <li>• recognizes different fertilizers.</li> <li>• assigns the appropriate fertilizer to the various deficiency symptoms or general plant requirements.</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> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• recognizes the wide range of materials commonly used in floristry.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can orient itself in this offer.</li> <li>• is able to explain differences.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can weigh and evaluate the use of individual materials.</li> <li>• decides on the most technically suitable material.</li> </ul>

<ul style="list-style-type: none"> <li>• Pots</li> </ul>			
<p><b>U2.3</b> <b>Care and storage</b></p>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows how to care for materials and materials.</li> <li>• knows storage possibilities.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• maintains professionally correct.</li> <li>• can store materials.</li> <li>• controls the storage.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• maintains the materials and informs the customer about further care measures.</li> <li>• stores the goods according to their needs.</li> <li>• decides rationally what can be stored:                         <ul style="list-style-type: none"> <li>⇒ which materials</li> <li>⇒ what materials</li> <li>⇒ in what form</li> <li>⇒ in which place.</li> </ul> </li> <li>• recognizes quality features of the goods and then decides to avoid losses.</li> </ul>



<p><b>U2.4</b> <b>Plant protection</b></p> <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>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows optimal plant cultures to keep plants healthy.</li> <li>• knows common diseases and pests.</li> <li>• knows typical patterns of damage.</li> <li>• knows the range of pesticides on the market and their effects.</li> <li>• knows biological pesticides and their effects.</li> <li>• knows alternative pesticides.</li> <li>• knows the wider range of environmentally friendly materials on the market.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can explain to the client the types of pest control.</li> <li>• explains the mode of action of the different remedies or the use of beneficial organisms.</li> <li>• works with environmentally friendly materials.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to assign the malware to the pests or deficiency symptoms.</li> <li>• based on his experience, he can advise the customer on the best pest control options.</li> <li>• advises clients to help them choose the optimal funds from the market.</li> </ul>
<p><b>U2.5</b> <b>Use and maintenance of tools</b></p>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the range of tools on the market.</li> <li>• knows testable machines.</li> <li>• knows the handling and the functions.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can handle different common tools:           <ul style="list-style-type: none"> <li>⇒ florists knife</li> <li>⇒ wire cutters</li> <li>⇒ side cutter</li> <li>⇒ pliers</li> <li>⇒ rose scissors</li> <li>⇒ saws</li> <li>⇒ paper scissors.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able, depending on the need and the objective, to select the right, technically correct tool and to use it correctly.</li> <li>• can assess the need for new purchases and the associated benefits of new tools.</li> </ul>

		<ul style="list-style-type: none"><li>• maintains tools and machines.</li></ul>	
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<b>Title of the qualification</b>	Florist			<b>U3</b>
<b>EQF level</b>	Level 4 (Florist)			
<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 all common care measures for cut flowers: <ul style="list-style-type: none"> <li>⇒ remove excess leaves</li> <li>⇒ cutting the flower stems</li> <li>⇒ setting in clean containers with fresh water</li> <li>⇒ cooling.</li> </ul> </li> <li>• knows all the usual preparatory techniques and the necessary aids and materials.</li> <li>• knows all common extension measures for cut flowers and materials.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can perform the right care for known cut flowers.</li> <li>• can customers and assistants explain the care measures.</li> <li>• is able to carry out all standard preparatory activities.</li> <li>• can perform all common extending techniques.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can independently carry out a quality control of the materials.</li> <li>• analyzes the correct start according to the habitus and executes it.</li> <li>• can supply the goods according to urgency of water supply / cooling.</li> <li>• is able to select the appropriate materials and aids.</li> <li>• can implement common protective work on materials and materials in a technically correct and logical manner.</li> <li>• selects auxiliaries and materials for the different techniques, materials that are relevant for the processing: <ul style="list-style-type: none"> <li>⇒ matching wires (properties)</li> </ul> </li> </ul>	



			<p>⇒ suitable material types.</p> <ul style="list-style-type: none"> <li>• can do the right technique according to the purpose.</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>• has a comprehensive knowledge of the general production techniques.</li> <li>• knows advantages and disadvantages of the different production techniques.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to perform all common manufacturing techniques.</li> <li>• can customers and assistants explain the common manufacturing techniques.</li> <li>• is able to realize all general production techniques of floristry.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can supply the goods according to urgency of water supply / cooling.</li> <li>• plans suitable workpieces according to orders and selects suitable production techniques.</li> <li>• decides from known peculiarities of different techniques on a correct material and material selection.</li> <li>• can independently carry out a quality control on himself and others.</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 various current design techniques.</li> <li>• differentiates between individual techniques, depending on the type of re-use.</li> <li>• knows reasons for professional action and can explain this.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can use common design techniques.</li> <li>• decides on a purposeful design technique, executes it independently and professionally, depending on the purpose of the re-use.</li> <li>• is able to explain the common techniques.</li> <li>• uses appropriate tools.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the work processes and their relationships.</li> <li>• knows peculiarities of different materials.</li> <li>• knows special features of different materials.</li> <li>• can explain and explain individual activities.</li> <li>• knows the connections between the type of technology and the benefits of further use in the workpiece and decides accordingly.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U4</b>
<b>EQF level</b>	Level 4 (Florist)			
<b>Unit of learning outcomes</b>	Design			
	<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>• defines symmetry and asymmetry.</li> <li>• can represent the theoretical fundamentals.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can create workpieces in the different methods of design types.</li> <li>• works well with the differences.</li> <li>• is able to explain the order types.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• is able to select in different situations the corresponding correct order type for the workpiece.</li> <li>• assigns suitable materials and materials.</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>• can explain the terms technically correct and provide examples.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can independently create workpieces in all design types.</li> <li>• can make the right choice of known materials, aids and materials to the design types.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can implement all types of design from theory in practice.</li> <li>• may infer from unknown circumstances to the correct style.</li> <li>• uses all design types in the workpieces depending on the circumstances:               <ul style="list-style-type: none"> <li>⇒ materials</li> <li>⇒ season</li> <li>⇒ customer.</li> </ul> </li> </ul>	



<p><b>U4.3 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>• knows the arrangement types.</li> <li>• knows all common aspects of depth and spatiality.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can explain the arrangement types.</li> <li>• can technically correct and independently implement the arrangement types: <ul style="list-style-type: none"> <li>⇒ radial</li> <li>⇒ free</li> <li>⇒ parallel.</li> </ul> </li> <li>• can apply the different aspects in practice.</li> <li>• is able to create workpieces with different arrangements.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• uses the arrangement types.</li> <li>• is able to depict depth effects and premises.</li> <li>• analyzes and observes the need to work on different workpieces with depth effects and premises.</li> <li>• is able to select the materials accordingly.</li> </ul>
<p><b>U4.4 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>• controls the forms of movement safely.</li> <li>• safely recognizes the forms of movement.</li> <li>• knows different outlines.</li> <li>• knows the values derived from the appearance of the materials.</li> <li>• knows different structures.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• uses the terms: <ul style="list-style-type: none"> <li>⇒ basic form</li> <li>⇒ outline form</li> <li>⇒ forms of movement</li> <li>⇒ valences</li> <li>⇒ structure and texture.</li> </ul> </li> <li>• creates workpieces using: <ul style="list-style-type: none"> <li>⇒ basic form</li> <li>⇒ outline form</li> <li>⇒ forms of movement</li> <li>⇒ valences</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• uses the known forms of movement safely and individually.</li> <li>• can apply floristic rules, for example: <ul style="list-style-type: none"> <li>⇒ shape over of color, but bright over dark.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>recognizes different examples of textures.</li> </ul>	<p>⇒ structure and texture.</p>	
<p><b>U4.5 Proportion</b></p> <ul style="list-style-type: none"> <li>3: 5: 8</li> <li>Excessive proportion</li> <li>Inverse proportions</li> <li>Wreath proportion</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>knows the proportion 3: 5: 8.</li> <li>knows alternative proportions.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>use the known criteria and procedures for proportion 3: 5: 8 for all workpieces.</li> <li>applies the wreath proportions according to the known rules.</li> <li>works in practice with common known proportions.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>solves creative tasks with classical and alternative proportions such as:                     <ul style="list-style-type: none"> <li>⇒ 3: 5: 8</li> <li>⇒ coated proportion</li> <li>⇒ reverse proportion.</li> </ul> </li> </ul>
<p><b>U4.6 Color theory</b></p> <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>	<p>She/He</p> <ul style="list-style-type: none"> <li>can arrange the colors in the 12-part color circle according to Itten.</li> <li>knows the background of the color vision.</li> <li>knows the primary contrasts:                     <ul style="list-style-type: none"> <li>⇒ color-in-itself contrast</li> <li>⇒ color contrast</li> <li>⇒ complementary contrast</li> <li>⇒ color-non-color contrast</li> <li>⇒ amount of contrast</li> <li>⇒ purity contrast.</li> </ul> </li> <li>knows the secondary contrasts:                     <ul style="list-style-type: none"> <li>⇒ activity contrast</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>can construct a color wheel.</li> <li>is able to explain the color vision.</li> <li>is able to put flowers (materials) together in different color contrasts.</li> <li>applies the harmonies in the workpieces.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>assigns the name of Itten to the names of Goethe.</li> <li>understands the relationships between color vision, body colors and light colors.</li> <li>recognizes the contrasts in the color play of the workpieces.</li> <li>is able to execute or use color contrasts in a particular situation.</li> </ul>



	<ul style="list-style-type: none"> <li>⇒ hot-cold contrast</li> <li>⇒ materiality contrast</li> <li>⇒ brightness contrast.</li> </ul> <ul style="list-style-type: none"> <li>• knows the harmonies:             <ul style="list-style-type: none"> <li>⇒ harmonies of small contrasts (harmony, color families, neighborhood colors)</li> <li>⇒ harmonies of great contrasts (two-tone, three-tone, four-tone)</li> <li>⇒ harmonies of mixed contrasts.</li> </ul> </li> <li>• knows the simple color symbolics.</li> </ul>		
<p><b>U4.7 Stylistics</b></p>	<p>She/He</p> <ul style="list-style-type: none"> <li>• has in-depth general knowledge of typical architectural styles and their characteristics:             <ul style="list-style-type: none"> <li>⇒ antiquity (Sumerians, Egyptians, Greeks, Romans)</li> <li>⇒ middle ages (Romanesque, Gothic)</li> <li>⇒ modern times (Renaissance, Baroque, Rococo, Classicism, Biedermeier, Art Nouveau, Bauhaus, Modern, Postmodernism).</li> </ul> </li> <li>• has integrated expertise in stylistics.</li> <li>• has a critical understanding of transitions from one epoch to the next.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• works according to the architectural styles typical workpieces.</li> <li>• selects the materials according to the architectural styles.</li> <li>• selects the colors according to the architectural styles.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• recognizes architectural styles.</li> <li>• applies well-known decoration forms fittingly, independently, depending on the situation.</li> <li>• analyzes local requirements in the buildings / buildings and shapes the architectural style accordingly.</li> </ul>

	<ul style="list-style-type: none"><li>• can style styles based on fashion, art, etc.</li></ul>		
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<b>Title of the qualification</b>	Florist			<b>U5</b>
<b>EQF level</b>	Level 4 (Florist)			
<b>Unit of learning outcomes</b>	Thematic floristry			
	<b>KNOWLEDGE</b>	<b>SKILLS</b>	<b>COMPETENCES</b>	
<p>Diverse workpieces on topics:</p> <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>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the types of popular themed floristry.</li> <li>• knows materials and materials that underline the topic statements.</li> <li>• knows the appropriate design principles for the topics.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can select the right material, materials and accessories for common topics.</li> <li>• can produce the workpieces in different techniques: <ul style="list-style-type: none"> <li>⇒ bind</li> <li>⇒ plug</li> <li>⇒ plant.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• applies the usual design principles to the topics.</li> <li>• selects the products and techniques according to the familiar themes.</li> <li>• can adapt the workpieces to the customer types and customer requirements.</li> <li>• can adapt the workpieces to the place of use.</li> <li>• can coordinate the execution of the work with the business processes.</li> <li>• adjusts the design of task content and context.</li> <li>• applies his / her experience and ability to guide less qualified persons.</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 4 (Florist)			
<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 different materials which can be used.</li> <li>• has basic knowledge of the rules of distance effect: <ul style="list-style-type: none"> <li>⇒ use of color</li> <li>⇒ suitable material selection.</li> </ul> </li> <li>• knows rules that can occur through different locations: <ul style="list-style-type: none"> <li>⇒ stability</li> <li>⇒ tipping load</li> <li>⇒ weather influences (wind, rain, sun).</li> </ul> </li> <li>• knows rules for work safety.</li> <li>• knows the aspects of floristry for family celebrations.</li> <li>• knows current trends.</li> <li>• knows a basic assortment of materials and materials as well as</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can choose suitable materials for durability and occasion: <ul style="list-style-type: none"> <li>⇒ childish, playful</li> <li>⇒ modern, contemporary</li> <li>⇒ close to nature, simple.</li> </ul> </li> <li>• can create workpieces in various design types, shape, size, structure.</li> <li>• can create several common workpieces for family celebrations.</li> <li>• is able to work with different techniques: <ul style="list-style-type: none"> <li>⇒ fixtures</li> <li>⇒ plug techniques</li> <li>⇒ binding techniques</li> <li>⇒ water supply options.</li> </ul> </li> <li>• can work with different colors.</li> <li>• can create various disseminated workpieces for religious festivals.</li> <li>• describes background of festivals</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to select suitable materials and materials, taking into account the contracting person: <ul style="list-style-type: none"> <li>⇒ age</li> <li>⇒ phenotype</li> <li>⇒ character</li> <li>⇒ job</li> <li>⇒ favorite colors.</li> </ul> </li> <li>• selects appropriate materials according to the occasion: <ul style="list-style-type: none"> <li>⇒ festive</li> <li>⇒ modern</li> <li>⇒ representative</li> <li>⇒ customer requirements.</li> </ul> </li> <li>• conceives individual work forms according to the order.</li> <li>• choose the right design for different: <ul style="list-style-type: none"> <li>⇒ age groups</li> <li>⇒ professional fields</li> <li>⇒ cultures</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>	<p>accessories underlining the occasion.</p> <ul style="list-style-type: none"> <li>• knows a variety of design options for weddings:             <ul style="list-style-type: none"> <li>⇒ bridal decoration</li> <li>⇒ body decorations</li> <li>⇒ car decorations</li> <li>⇒ church decorations (altar, benches, scattered flowers, room decorations, ring pillows)</li> <li>⇒ room decoration</li> <li>⇒ table decorations (place cards, candles, napkin decorations, giveaway floral, room-covering table decoration)</li> <li>⇒ buffet decoration.</li> </ul> </li> <li>• knows a variety of design options for mourning:             <ul style="list-style-type: none"> <li>⇒ condolences private or representative</li> <li>⇒ coffin decoration</li> <li>⇒ urn decoration</li> <li>⇒ grave bouquets</li> <li>⇒ grave arrangements</li> <li>⇒ form binding (hearts, crosses)</li> <li>⇒ wreaths</li> <li>⇒ planters</li> <li>⇒ church decoration</li> <li>⇒ chapel decoration</li> <li>⇒ scattered flowers</li> <li>⇒ hand bouquets</li> <li>⇒ modern workpieces</li> <li>⇒ grave decoration</li> <li>⇒ permanent grave decoration</li> </ul> </li> </ul>	<p>during the year.</p> <ul style="list-style-type: none"> <li>• can create a variety of floristic workpieces for celebrations throughout the year.</li> <li>• takes into account seasonal offers.</li> <li>• can choose suitable accessories for the occasions that underline this.</li> </ul>	<ul style="list-style-type: none"> <li>⇒ faith communities.</li> <li>• heeds the desired durability.</li> <li>• heeds the place of use.</li> <li>• weighs off the different techniques and decide on a suitable one according to the nature and nature of the materials.</li> <li>• works in consideration of fashion trends.</li> <li>• develops according to specifications of the client independently design ideas for a variety of workpieces of all festivals:             <ul style="list-style-type: none"> <li>⇒ birth</li> <li>⇒ back to school</li> <li>⇒ birthdays</li> <li>⇒ wedding</li> <li>⇒ funeral services.</li> </ul> </li> <li>• evaluates all the benefits and benefits of possible design ideas, techniques and compilations.</li> <li>• determines the composition of materials and materials.</li> <li>• applies new techniques according to the order.</li> </ul>
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	<p>for the memorial days.</p> <ul style="list-style-type: none"> <li>• knows a variety of design options for birthdays:             <ul style="list-style-type: none"> <li>⇒ floral gifts</li> <li>⇒ floral packaging</li> <li>⇒ bouquets</li> <li>⇒ arrangements</li> <li>⇒ table decorations.</li> </ul> </li> <li>• knows the aspects of floristry for religious festivals.</li> <li>• knows traditional symbols.</li> <li>• knows a basic assortment of materials and materials as well as accessories underlining the occasion.</li> <li>• knows a variety of design options for Easter:             <ul style="list-style-type: none"> <li>⇒ modern work forms</li> <li>⇒ egg tree</li> <li>⇒ tassel tree</li> <li>⇒ table arrangements.</li> </ul> </li> <li>• knows a variety of design options for Christmas:             <ul style="list-style-type: none"> <li>⇒ advent wreaths</li> <li>⇒ candle arrangements</li> <li>⇒ arrangements without candles</li> <li>⇒ symbol floristics (stars, balls, boots, bells, pointed caps, christmas trees)</li> <li>⇒ garlands</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li>• takes into account seasonal offers.</li> <li>• draws floral ideas and explains the conceptual ideas based on the drawings.</li> <li>• decides for a suitable selection of decoration options according to the customer information and explains this in the customer discussion.</li> <li>• can adapt the design and technology to the situation in the customer discussion.</li> <li>• is able to carry out all usual work steps from the inquiry to the sale (simple offer, calculation) autonomously organized and structured.</li> <li>• develops according to the specifications of the client independently design ideas for a variety of workpieces of all festivals.</li> <li>• independently designs for customer orders, taking into account the wishes and requirements, floristic workpieces.</li> <li>• compiles materials considering</li> </ul>
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	<ul style="list-style-type: none"> <li>⇒ festoons</li> <li>⇒ free hanging wreaths</li> <li>⇒ table decoration (christmas bread with 4 candles)</li> <li>⇒ bouquet</li> <li>⇒ traditional floristry (Friesenbaum, apple pyramid)</li> <li>⇒ modern floristic trends (hippeastrum hanged)</li> <li>⇒ window decorations.</li> </ul> <ul style="list-style-type: none"> <li>• knows a variety of design options for baptism:             <ul style="list-style-type: none"> <li>⇒ altar decorations</li> <li>⇒ decoration of the baptismal font</li> <li>⇒ bouquets</li> <li>⇒ table decorations.</li> </ul> </li> <li>• knows traditions.</li> <li>• knows the background of fashion trends.</li> <li>• knows the range of plants and cut flowers available during the year.</li> </ul>		<p>the season.</p> <ul style="list-style-type: none"> <li>• decides on the appropriate technical solution for the materials and purpose.</li> <li>• calculates the workpieces.</li> <li>• follows news and fashion trends.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U7</b>
<b>EQF level</b>	Level 4 (Florist)			
<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 the different architectural styles: <ul style="list-style-type: none"> <li>⇒ ancient times (Sumerians, Egyptians)</li> <li>⇒ ancient (Greek antiquity, Roman antiquity)</li> <li>⇒ middle ages (Romanesque, Gothic)</li> <li>⇒ modern times (Renaissance, Baroque, Rococo, Classicism, Historicism, Biedermeier, Art Nouveau)</li> <li>⇒ modern (Bauhaus, Modern, Postmodern).</li> </ul> </li> <li>• is able to put together suitable materials and materials to the architectural specifications.</li> <li>• knows typical historical flower decoration forms, which were manufactured in the respective epochs.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to describe the different architectural styles using common features.</li> <li>• describes a variety of decoration options for various events.</li> <li>• chooses plants and accessories with spatial reference.</li> <li>• creates sketches and material lists for offers.</li> <li>• creates workpieces using various proven techniques and designs.</li> <li>• develops calculations for room decoration with modern PC technology.</li> <li>• chooses materials and accessories for decorating the shop windows.</li> <li>• uses different appropriate</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• recognizes the features of the room style and adapts the decoration to the event.</li> <li>• can implement the wishes of the customers in the design rules.</li> <li>• can design and develop modern and traditional pieces of work.</li> <li>• analyzes the events and adjusts the decoration / jewelry.</li> <li>• independently fulfills the well-known customer orders, taking into account the customer requirements and requirements of the rooms.</li> <li>• can solve occurring problems.</li> <li>• plans and organizes the own employment and that of the less qualified persons.</li> </ul>	



	<ul style="list-style-type: none"> <li>• knows different types of shop windows:             <ul style="list-style-type: none"> <li>⇒ floor-level sillester</li> <li>⇒ window-like windows with window sills</li> <li>⇒ behind closed shop windows</li> <li>⇒ shop windows open to the shop.</li> </ul> </li> <li>• knows the goals of a shop window design:             <ul style="list-style-type: none"> <li>⇒ presentation of the goods</li> <li>⇒ create customer incentive</li> <li>⇒ advertising.</li> </ul> </li> <li>• knows simple basics of the design rules for advertising windows:             <ul style="list-style-type: none"> <li>⇒ showcase types</li> <li>⇒ lighting design</li> <li>⇒ pricing</li> <li>⇒ construction</li> <li>⇒ rhythm of optimal transformation periods</li> <li>⇒ cleanliness</li> <li>⇒ viewing direction and location.</li> </ul> </li> <li>• knows the criteria of the shop window designs.</li> <li>• knows materials and materials that are possible for decorations of the shop window.</li> <li>• knows processing techniques that are suitable for window dressing.</li> <li>• knows the different table and table</li> </ul>	<ul style="list-style-type: none"> <li>techniques and designs in the development of the decoration.</li> <li>• develops a plan.</li> <li>• designed the advertising windows.</li> <li>• is able to describe the different interior styles using common features.</li> <li>• describes a variety of decoration options for various events.</li> <li>• creates workpieces using various proven techniques and designs.</li> <li>• worked outdoor decorations adapted to local conditions (wind, sun, backgrounds).</li> <li>• chooses materials and materials for decoration.</li> <li>• designs objects with different materials using different techniques and designs.</li> <li>• can individually apply different techniques.</li> </ul>	<ul style="list-style-type: none"> <li>• is able to test the quality.</li> <li>• recognizes the interaction between the size of the room and the space-filling floristry, the size of the workpieces and also the placement of the jewelery.</li> <li>• analyzes the advertising purpose and selects suitable advertising effective materials.</li> <li>• independently designs the flower decoration for the shop windows.</li> <li>• designed according to the situation at eye level, viewing height of the customers.</li> <li>• places points of view and pays attention to the distance effect.</li> <li>• can achieve the desired durability.</li> <li>• applies different topics arranged according to customer approach (season, occasion, topic).</li> <li>• combines floristry with advertising on billboards / backgrounds and supporting accessories.</li> <li>• analyzes the size of the shop window and adjusts the</li> </ul>
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	<p>shapes.</p> <ul style="list-style-type: none"> <li>• knows the different architectural styles.</li> <li>• knows typical historical flower arrangements for tables made in the period.</li> <li>• is able to put together suitable materials and materials to the architectural specifications.</li> <li>• knows the interaction between the table size and the floristry.</li> <li>• specifications for the restaurant operation are known:             <ul style="list-style-type: none"> <li>⇒ size of the workpieces</li> <li>⇒ placing the jewelry on the tables</li> <li>⇒ space requirement of the place settings</li> <li>⇒ viewing areas</li> <li>⇒ stability.</li> </ul> </li> <li>• knows possibilities to use floristry for the decoration of certain places as objects.</li> </ul>		<p>decoration.</p> <ul style="list-style-type: none"> <li>• is able to analyze, plan, calculate and design different table decorations according to the given spaces using obvious characteristics:             <ul style="list-style-type: none"> <li>⇒ architectural styles</li> <li>⇒ table forms</li> <li>⇒ colour</li> <li>⇒ light</li> <li>⇒ room sizes.</li> </ul> </li> <li>• applies a variety of decoration options for various events.</li> <li>• selects materials and accessories with spatial reference.</li> <li>• derives from the spatial conditions:             <ul style="list-style-type: none"> <li>⇒ placements</li> <li>⇒ business forms</li> <li>⇒ Material selection</li> <li>⇒ material selection</li> <li>⇒ technology.</li> </ul> </li> <li>• is interested in trends and fashion trends.</li> <li>• independently processes customer orders, taking into account their wishes and requirements.</li> <li>• recognizes the features of the</li> </ul>
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			room style and adjusts the objects.
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<b>Title of the qualification</b>	Florist			<b>U8</b>
<b>EQF level</b>	Level 4 (Florist)			
<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 and corresponding preferences.</li> <li>• knows sales channels: <ul style="list-style-type: none"> <li>⇒ phone sale</li> <li>⇒ internet sale</li> <li>⇒ shop sale.</li> </ul> </li> <li>• masters sales strategies.</li> <li>• knows additional sales.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• has a promotional appearance: <ul style="list-style-type: none"> <li>⇒ manners</li> <li>⇒ facial expressions</li> <li>⇒ gesture</li> <li>⇒ language.</li> </ul> </li> <li>• can advise customers.</li> <li>• can serve customers.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to inform and advise customers.</li> <li>• is able to make offers for inquiries from customers considering the product range and techniques.</li> <li>• works with visualizing sales possibilities: <ul style="list-style-type: none"> <li>⇒ sketches</li> <li>⇒ template</li> <li>⇒ example pictures.</li> </ul> </li> <li>• responds to the different customer types with appropriate appearance and offers.</li> </ul>	
<b>U8.2 Preparation and conclusion of contracts, offers</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• masters the legislature in purchasing and sales.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can handle customer requests.</li> <li>• can accept and process customer orders.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is competent, on the basis of the order independently to order and prepare goods.</li> </ul>	



		<ul style="list-style-type: none"> <li>• can issue the following documents:             <ul style="list-style-type: none"> <li>⇒ offer with calculation</li> <li>⇒ list of materials</li> <li>⇒ drawing / sketch.</li> </ul> </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>• can distinguish and describe information from market needs.</li> <li>• knows common marketing measures in floristry:             <ul style="list-style-type: none"> <li>⇒ posters</li> <li>⇒ stand-up display</li> <li>⇒ flyer</li> <li>⇒ goods presentations</li> <li>⇒ radio and television advertising</li> <li>⇒ fairs</li> <li>⇒ printed company paper and logos.</li> </ul> </li> <li>• knows advertising media.</li> <li>• knows ways of selling:             <ul style="list-style-type: none"> <li>⇒ additional sales</li> <li>⇒ flower arranging via Fleurop.</li> <li>⇒ corporate business.</li> </ul> </li> <li>• knows different media.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to find information from the market needs.</li> <li>• can apply standard sales promotion measures tailored to the shop.</li> <li>• is able to use digital and print media.</li> <li>• is able to create presentations.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to apply various common advertising measures.</li> <li>• can control supply according to market demand.</li> <li>• is competent to create offers with use of modern media.</li> </ul>

<p><b>U8.4</b> <b>Cooperation in an international context</b></p>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows common professional terminology in a foreign language.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can lead simple sales conversations in a foreign language.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to use specialized terminology in a foreign language.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U9</b>
<b>EQF level</b>	Level 4 (Florist)			
<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>	<p>She/He</p> <ul style="list-style-type: none"> <li>• Masters the legal basis for: <ul style="list-style-type: none"> <li>⇒ quoting</li> <li>⇒ purchase</li> <li>⇒ sale</li> <li>⇒ distribution</li> <li>⇒ shipping</li> <li>⇒ delivery</li> <li>⇒ billing.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to act within the framework of legislation.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to act in accordance with the legislation in different situations in the specialist shop: <ul style="list-style-type: none"> <li>⇒ youth protection law</li> <li>⇒ exchange, withdrawal, reclamation and guarantee</li> <li>⇒ purchase agreements</li> <li>⇒ commercial law</li> <li>⇒ employment Law</li> <li>⇒ tax law</li> <li>⇒ data protection law</li> <li>⇒ unfair competition</li> <li>⇒ shop hours law.</li> </ul> </li> </ul>	
<b>U9.2 Formation of an enterprise</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows business concepts and business models.</li> <li>• knows legal provisions for business start-ups for individual companies.</li> <li>• knows location criteria.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can choose a business model.</li> <li>• can work out a concept and seek advice.</li> <li>• may use general legislation to prepare the documents when</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• decides depending on the environment of the new business situation for suitable entrepreneurial start-up procedures: <ul style="list-style-type: none"> <li>⇒ creating a concept</li> <li>⇒ financing</li> </ul> </li> </ul>	





	<ul style="list-style-type: none"> <li>• knows financing possibilities.</li> <li>• knows specific tax regulations.</li> <li>• knows personnel regulations.</li> <li>• knows entrepreneurial necessary insurance and their processing options.</li> </ul>	<p>starting up a trade.</p> <ul style="list-style-type: none"> <li>• can a business reasons and sign up.</li> <li>• is able to compare individual insurances and different policies.</li> </ul>	<p>⇒ advertising concept.</p> <ul style="list-style-type: none"> <li>• is able to weigh and execute all necessary business decisions:                         <ul style="list-style-type: none"> <li>⇒ rental contract / purchase contract for business premises</li> <li>⇒ commercial office</li> <li>⇒ power supply</li> <li>⇒ multimedia connections</li> <li>⇒ personnel matters</li> <li>⇒ professional association</li> <li>⇒ insurance.</li> </ul> </li> <li>• can competently set up own commercial companies under legislation.</li> <li>• is competent to balance operational risks and to select suitable insurance cover according to various risks and to conclude and update contracts.</li> </ul>
<p><b>U9.3</b> <b>Forms and principles of business organisation</b></p>	<p>She/He</p> <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>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can explain forms of enterprise and their differences.</li> </ul>	<p>She/He</p> <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 lead an own company or branch office.</li> </ul>

<p><b>U9.4</b> <b>Commercial management</b></p> <ul style="list-style-type: none"> <li>• Accounting</li> <li>• Bookkeeping</li> <li>• Cash balancing</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows the basics of keeping simple and double-entry bookkeeping.</li> <li>• knows commercial activities in floristry specialist shops.</li> <li>• knows how to handle payment transactions.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can handle simple accounting transactions.</li> <li>• masters the usual processes and principles of entrepreneurial trade in floristry.</li> <li>• is able to participate in individual entrepreneurial business processes:             <ul style="list-style-type: none"> <li>⇒ plan</li> <li>⇒ execute</li> <li>⇒ check</li> <li>⇒ correct.</li> </ul> </li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is competent to book and control bookkeeping transactions.</li> <li>• is able to make the accounting conclusion of day-to-day business.</li> <li>• is competent to carry out commercial control and control activities, to analyze them accordingly and to react to different influences.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U10</b>
<b>EQF level</b>	Level 4 (Florist)			
<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 aspects of personnel management.</li> <li>• knows the personnel requirements in the different fields of floristry.</li> <li>• knows that conflicts are an inseparable part of working with people and knows ways to deal with conflicts.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can describe the necessary skills and abilities of the staff in different positions.</li> <li>• can distribute the work among the employees.</li> <li>• can recruit staff for work and form working groups.</li> <li>• recognizes conflicts between employees.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to select staff according to requirements and to assign tasks.</li> <li>• is able to behave correctly towards employees.</li> <li>• understands and takes on role model functions.</li> <li>• is aware that conflicts between employees may exist.</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 basic labor laws that apply in the country in relation 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>• creates employee rosters.</li> <li>• determines personnel requirements for normal day-to-day business.</li> <li>• creates schedules in the longer term:</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to plan the working time of the employees, depending on the type of work to maintain the continuity of the business.</li> <li>• pays attention to the legal regulations.</li> </ul>	



	<ul style="list-style-type: none"> <li>• knows staff requirements.</li> </ul>	<ul style="list-style-type: none"> <li>⇒ annual leave</li> <li>⇒ cover plan</li> <li>⇒ parental leave replacement.</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 approaches of lifelong learning.</li> <li>• knows job descriptions.</li> <li>• knows in the sense of vocational training simple common training methods.</li> <li>• knows the regulations and framework curricula of vocational training.</li> <li>• knows the need for further education.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can look for opportunities for further education or training.</li> <li>• observes the relevant specialist press, forums on the Internet.</li> <li>• understands the explanations in the job descriptions, related to job, tasks and responsibilities.</li> <li>• can teach practical skills of floristry according to proven methods.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• analyzes for itself on the basis of new demands training needs (self-assessment).</li> <li>• is aware of the scope of the job descriptions.</li> <li>• is able to dissect general subject-specific training contents and to pass them on in individual steps in appropriate subject matter to apprentices, to explain and to control.</li> <li>• is able to provide general subject-specific training.</li> </ul>

<b>Title of the qualification</b>	Florist			<b>U11</b>
<b>EQF level</b>	Level 4 (Florist)			
<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 quality control and its criteria.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can perform quality control according to a plan and known criteria.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is aware of the importance, necessity and consequences of good quality work.</li> <li>• knows how to control quality and draw conclusions.</li> <li>• can initiate and carry out a correction / improvement.</li> </ul>	
<b>U11.2 Consulting</b>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows differences between personal and professional assessment.</li> <li>• knows ways of controlling the consulting activity.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can reflect his advisory activity / service behavior.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is able to keep advice quality at a necessary level through controls and behavioral fixes.</li> <li>• can conduct an advisory assessment of employees / colleagues.</li> </ul>	

<p><b>U11.3</b> <b>Monitoring the quality of work</b></p>	<p>She/He</p> <ul style="list-style-type: none"> <li>• knows criteria of monitoring the quality of work.</li> <li>• knows need and ways of self-control.</li> <li>• knows efficient ways of correction.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can safely make an assessment of the quality of common criteria.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• conducts regular self-assessments, introduces quality corrections, and derives training needs.</li> </ul>
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<b>Title of the qualification</b>	Florist			<b>U12</b>
<b>EQF level</b>	Level 4 (Florist)			
<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>• is familiar with health and safety regulations.</li> <li>• knows the rules when working 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 the operating instructions of power tools:             <ul style="list-style-type: none"> <li>⇒ drill</li> <li>⇒ screwdriver</li> <li>⇒ glue gun</li> <li>⇒ hotplate.</li> </ul> </li> <li>• knows the health hazard of chemicals used.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• can work consciously according to the relevant safety regulations.</li> <li>• can work with sharp, electrical and temperature generating tools and equipment.</li> <li>• can work with chemicals.</li> <li>• can use the appropriate protective equipment.</li> <li>• can check the application of safety regulations.</li> </ul>	<p>She/He</p> <ul style="list-style-type: none"> <li>• is familiar with the risks involved in working with tools and machines and can act accordingly as a precautionary measure.</li> <li>• is aware of the dangers of working with chemicals (adhesives, paints) and acts accordingly.</li> <li>• is open to new technological solutions to improve quality and safety.</li> </ul>	

<b>U12.2</b> <b>Environmental protection</b>	She/He <ul style="list-style-type: none"> <li>• knows criteria of environmental protection.</li> <li>• knows criteria of species protection.</li> <li>• knows criteria of nature conservation.</li> <li>• knows criteria of water protection.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• can act in the sense of nature conservation, environmental protection and species protection.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• is aware of the need for environmental protection.</li> <li>• pays attention to species protection, nature conservation and environmental protection and opts for environmentally sound methods and materials.</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.</li> <li>• knows the types of waste and waste regulations.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• separates waste.</li> <li>• can dispose of recyclable waste.</li> </ul>	She/He <ul style="list-style-type: none"> <li>• disposes of and sorts waste in an environmentally friendly way.</li> <li>• analyzes possibilities of waste prevention and reduces waste by reusable packaging, using alternative materials.</li> </ul>
<b>U12.4</b> <b>Energy</b>	She/He <ul style="list-style-type: none"> <li>• knows fossil fuels.</li> <li>• knows ecological energy sources.</li> <li>• knows possibilities of efficient energy use.</li> <li>• knows the principle of the</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>• understands the need to use alternative energy sources.</li> <li>• reduces environmental impact through the use of regional products.</li> </ul>





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