

Over the next three minutes I will overview the work involved that will lead to the development of the following support and training resources:

- The Best Practice Planning and Installation Guidelines
- Electronic training tutorials used for:
  - Apprentice block course training;
  - Basic skills training; and the
  - Licenced Flooring Practitioner programme



# Best Practice Planning and Installation Guidelines

- Work is underway to develop industry Best Practice Planning and Installation Guidelines.
- These will cover the usual floor coverings carpet, vinyl, overlay timber/engineer and also fine sanding and coatings.



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BEST PRACTICE GUIDELINES FOR THE  
NEW ZEALAND FLOORING INDUSTRY

**RESILIENT FLOOR COVERINGS  
PLANNING AND INSTALLATION  
PRACTICES**

First edition compiled in  
2018 by Floor NZ, the  
flooring association for the  
flooring industry

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# Previous publications

- Some of you may remember the Manual of Practices and Conditions that were published in 1983 by the Master Flooring Contractors (Inc)
- The new guidelines are a similar concept.



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MANUAL OF PRACTICES  
AND CONDITIONS  
FOR  
THE NEW ZEALAND  
FLOORING INDUSTRY

## CARPET

Supply, Installation and  
Associate Sections

First edition as compiled and Issued by the New  
Zealand Federation of Master Flooring Contrac-  
tors (Inc.)

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# Best Practice Guidelines

- Will provide further key information in a simplified brief document that will be accessible to installers and retail staff when planning installation work.
- The content will rely on support material from manufacturers' and suppliers.
- The guidelines do not replace the current NZ Standards.



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BEST PRACTICE GUIDELINES FOR THE  
NEW ZEALAND FLOORING INDUSTRY

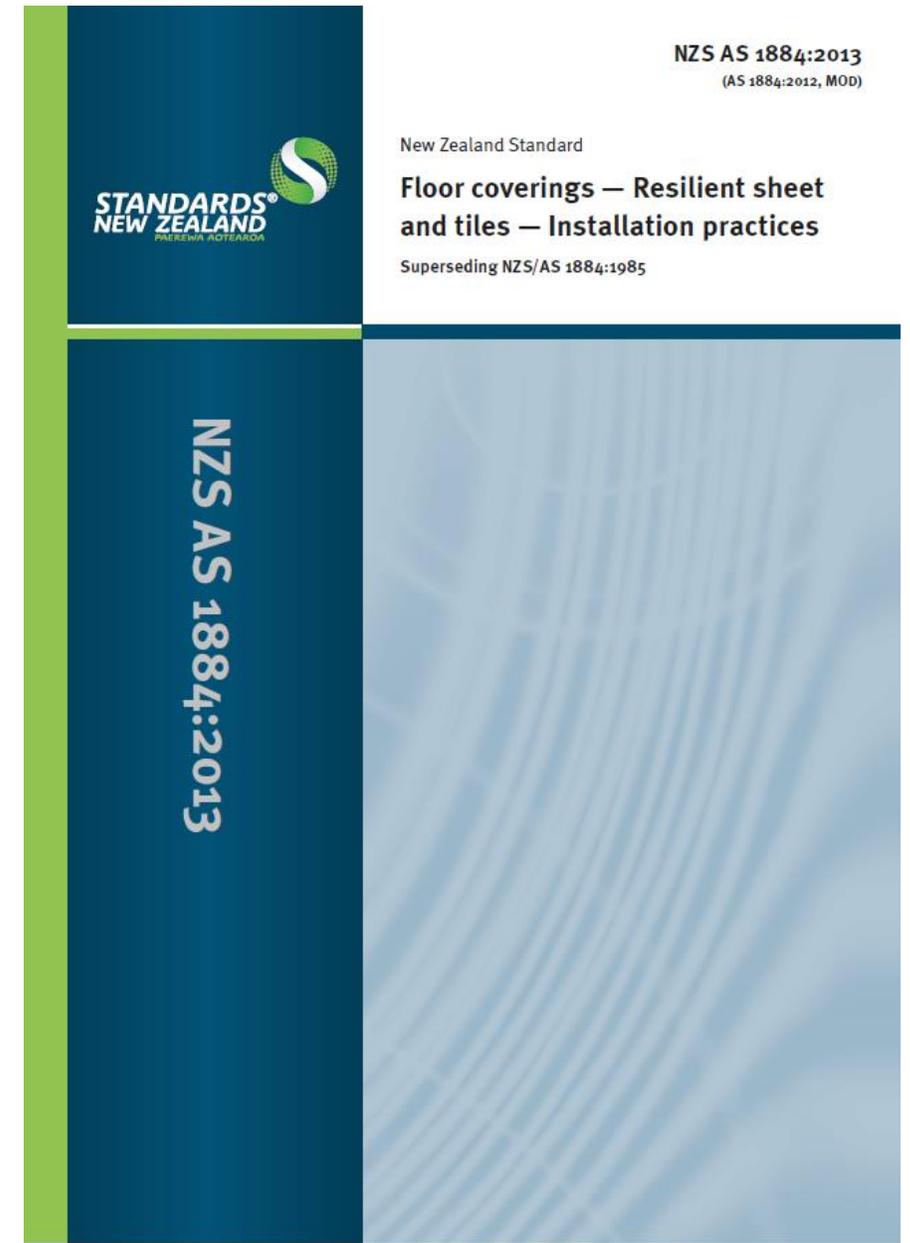
**CARPET FLOOR COVERINGS  
PLANNING AND INSTALLATION  
PRACTICES**

First edition compiled in  
2018 by Floor NZ, the  
flooring association for the  
flooring industry

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# New Zealand Standards

- NZ Standards are still promoted as the official governing documents for the flooring industry.
- They contain a vast amount of in-depth information over a wider scope and are documents that all flooring companies should have.



- The Best Practice Guidelines will be available on the Floor NZ website.
- Links to these guidelines from flooring manufacturers, distributors websites can also be set up.

## Welcome to FloorNZ

FloorNZ is the trading name of the NZFTO, a membership association supporting flooring retailers, wholesalers and installers throughout New Zealand.

Message From CEO:

*Welcome to the new FloorNZ website.*

*FloorNZ has developed a new interactive website to enable us to provide information and services to people working in the flooring industry or interested in accessing flooring services. Use the **interactive map** to select a flooring professional in your area. Our **consumer section** will assist you in your choice of flooring products and what you should look for when choosing an installer, if your flooring retailer doesn't provide this service.*

*The **industry training** section explains the apprenticeship and non-apprenticeship training that is available and how to access it. If you are a FloorNZ member the **member services** section will enable you to access member services exclusively provided for you. Once you have had a chance to browse the site please feel free to provide **comments or suggestions** for improvement so that we*

### MEMBER AREA

- [Become a Member](#)
- [Login](#)
- [New Tenders](#)
- [List Members](#)
- [Projects](#)

### NEWS AND EVENTS

- > [Career As A Floor Covering Installer](#)  
November 9, 2016
- > [Canterbury Skills & Development Hub August 25, 2016](#)

# Guiding the Guidelines

An advisory group will be set up to make sure common ground is reached before they are published.



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BEST PRACTICE GUIDELINES FOR THE  
NEW ZEALAND FLOORING INDUSTRY

**OVERLAY FLOOR COVERINGS  
PLANNING AND INSTALLATION  
PRACTICES**

First edition compiled in  
2018 by Floor NZ, the  
flooring association for the  
flooring industry

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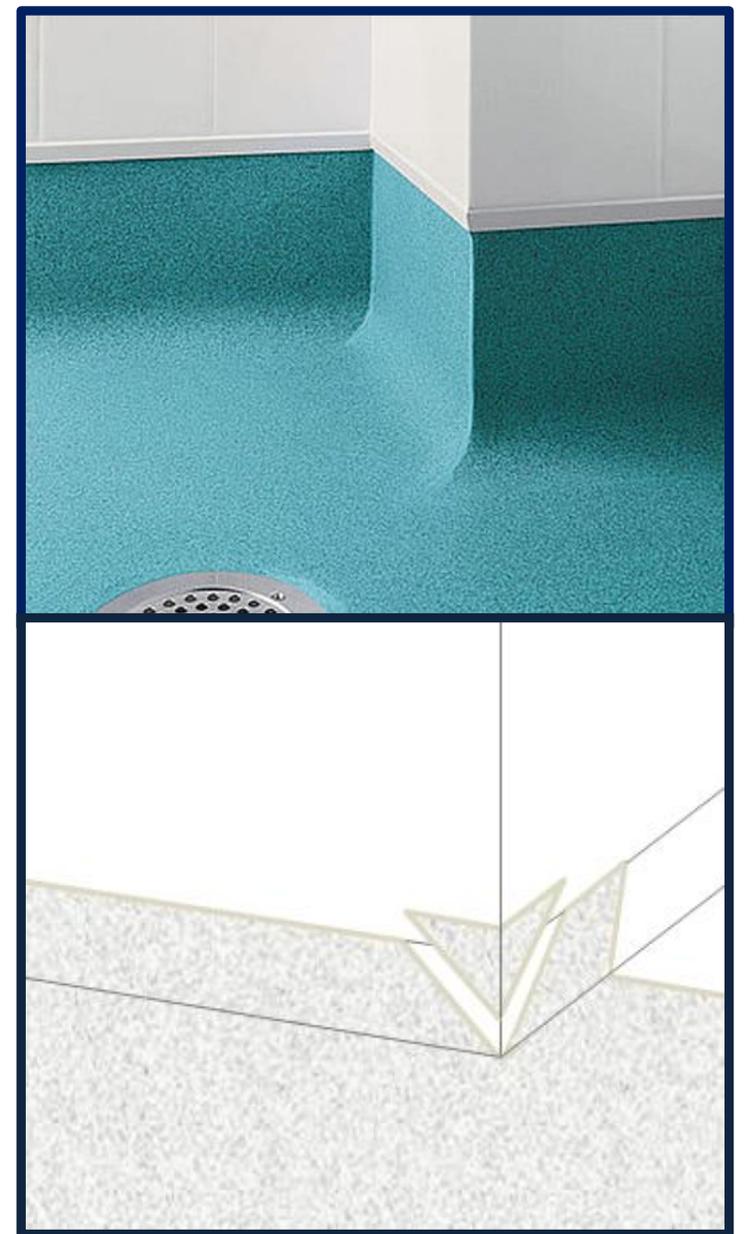
# Building new learning resources

- Using the Best Practice Guidelines and Industry Standards, new learning resources will be developed in the form of short (3 - 5 minute) talk over tutorial videos of various installation or application techniques.
- They will be made up of a mixture of photos, illustrations and videos.



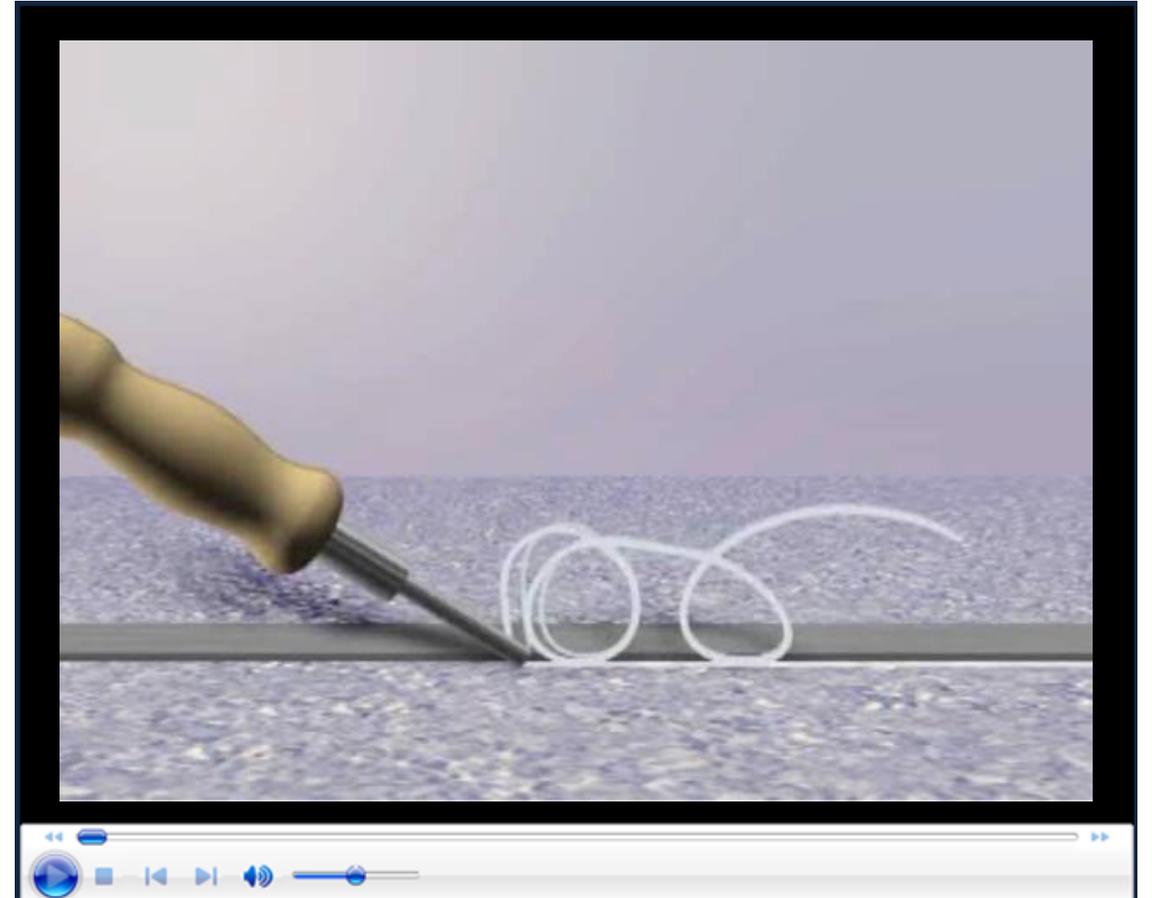
# The Format

- Text will be visible on the videos and talked through as it is on this presentation at the moment.
- The use of photos and illustrations allows the frames to be captured for a short period of time.
- This allows the learner time to process the technique that is being shown and the text that is being talked through.



# The Format

- Any video footage included as part of the tutorial helps to show the complete process from start to finish.
- Tasks can be completed after each tutorial.
- Depending on the topic and how advanced the learner is, these tasks may be about learning and practising or a question and answer sheet.



Armstrongs Training Video

# Block course training

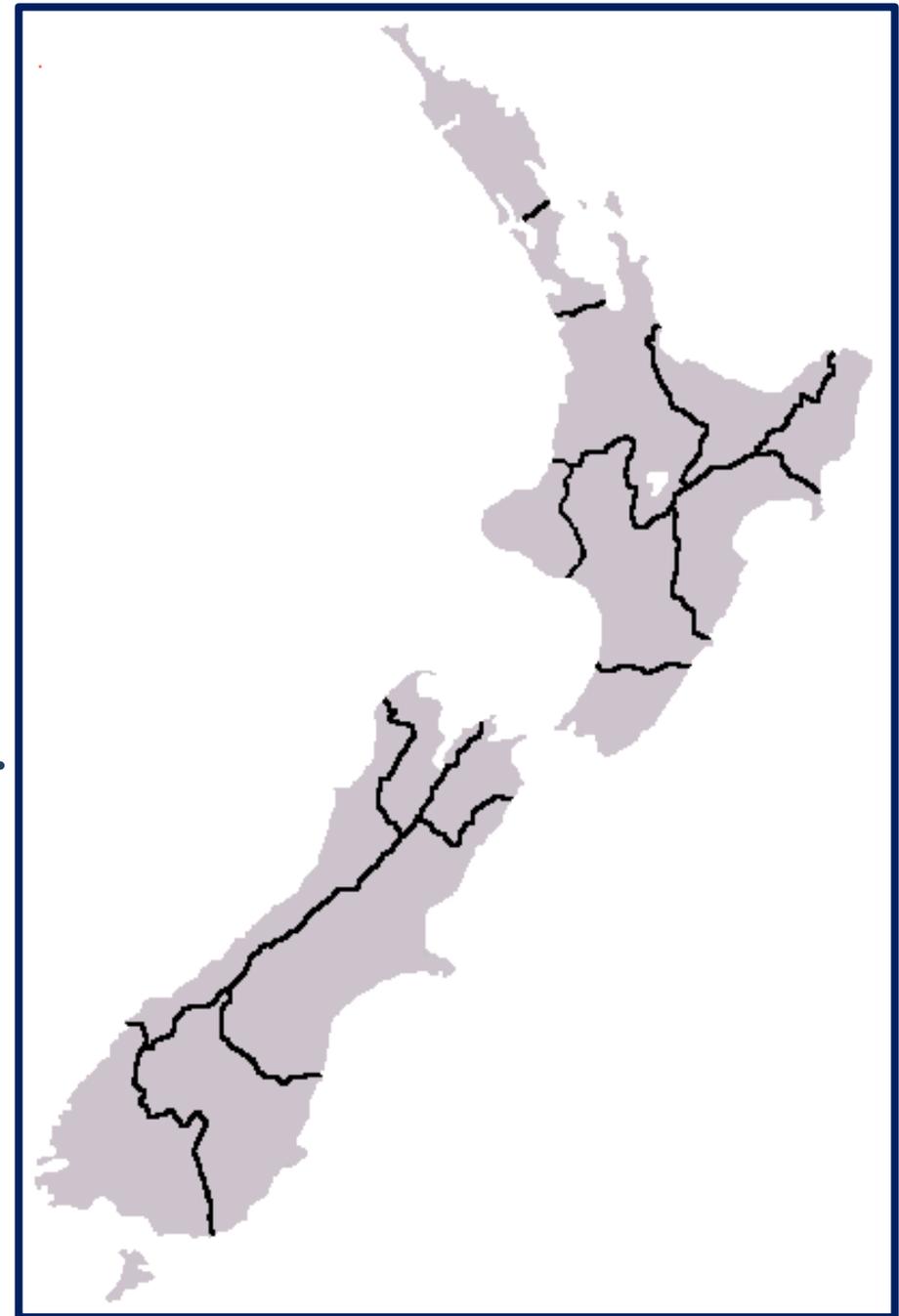


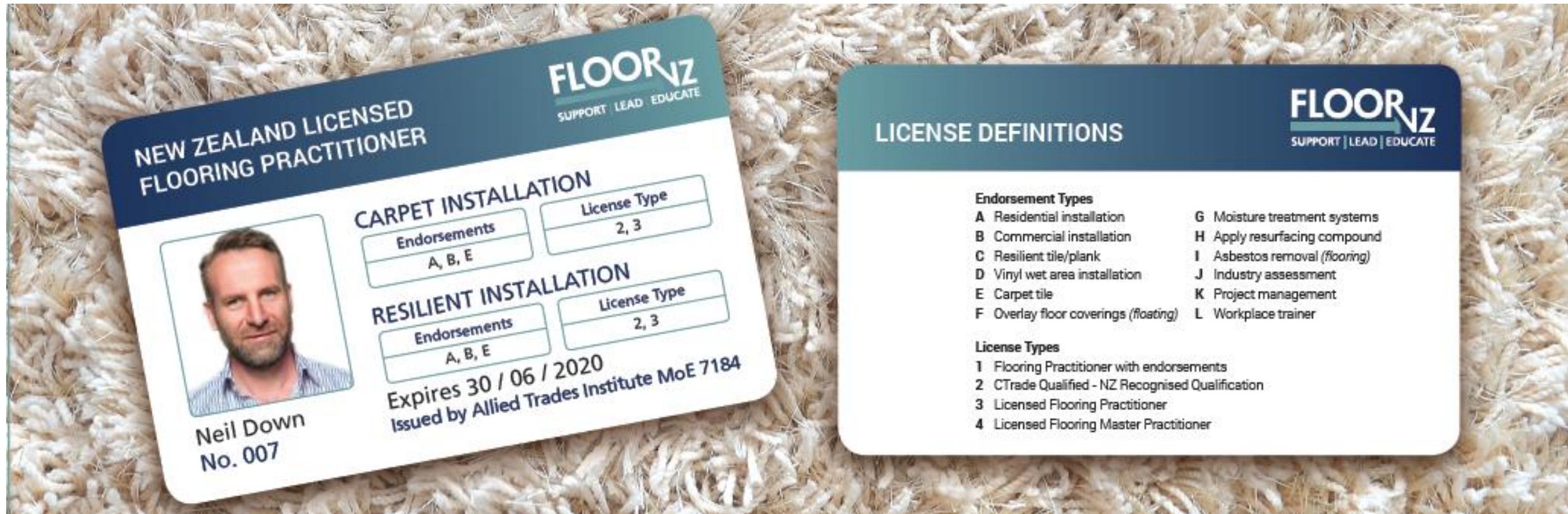
As the learning resources are developed they will be introduced to assist with block course training for apprentices.



# Basic Skills Training Program

- Having electronic resources available will help extend training outside of Christchurch.
- Experienced installers willing to get involved with training can use the short tutorials to run the Basic Skills Training Programme in their area.
- After tutorials are viewed, there will be a mixture of practical tasks and assessments to complete that are related to each tutorial.





- If there are areas installers want or need upskilling in, a library of short tutorials will be available for installers registered into the licensing programme.
- After the tutorials there will be set tasks that will need to be completed.

# Verifying the information



- Depending on the topic, set tasks may involve a mixture of online questions and answers plus photo evidence where needed.
- Some tasks will also need verification. These can be checked by a flooring industry verifier.
- The flooring industry verifier's role is to check that the material to be uploaded or sent in for evaluating is correct. They are not assessors.
- Industry verifiers will be experienced local flooring people who could be from retail, supply or an experienced contracting firm. They will have had training with the process through ATI.

Learning Works is an educational organisation that can provide a management system where learning and assessment material can be downloaded and uploaded.



My home LearningWorks You are logged in as Bart Simpson (Logout)

Moodle: My home

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**My courses**

- Flooring
- Professional Development
- Support

Moodle Help For Students  
Moodle Help For Staff  
Moodle Hub

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Click on a category to see the corresponding courses.

# Recapping what is being developed during 2018



- The Best Practice Planning and Installation Guidelines.
- The electronic training tutorials and assessments (this will continue into 2019).
- Both Basic Skills and Licenced Flooring Practitioner programmes trialled and registered with NZQA.
- The programmes linked up with Learning Works into the learning management system.