

Student's Name _____

Directions:	Evaluate the trainee using the rating scale below and check the appropriate number to indicate the degree of competency achieved. The numerical ratings of 3, 2, 1, and 0 are not intended to represent the traditional school grading system of A, B, C, D, and F. The descriptions associated with each of the numbers focus on level of student performance for each of the tasks listed below.
Rating Scale:	0 - No Exposure - no information nor practice provided during training program, complete training required. 1 - Exposure Only - general information provided with no practice time, close supervision needed and additional training required. 2 - Moderately Skilled - has performed independently during training program, limited additional training may be required. 3 - Skilled - can perform independently with no additional training.

1. Number of Competencies Evaluated	_____
2. Number of Competencies Rated 2 or 3	_____
3. Percent of Competencies Attained (2/1)	_____
Grade	_____
Instructor Signature	_____ Date

01.0 Tools of the Floral Trade

The student will be able to:

- | 0 | 1 | 2 | 3 | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.01 Identify common tools utilized in the floral trade including: attaching mechanics, binding mechanics, plant material holders, wet and dry foam, corsage mechanics, cutting tools, and construction tools. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.02 Demonstrate proper use of common tools utilized in the floral trade. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.03 Identify commonly used gauges of floral wire and their uses. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.04 Identify commonly used sizes of ribbon and their uses. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.05 Demonstrate the construction of ribbon accessories. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.06 Demonstrate the construction of bows commonly used in floral products. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.07 Demonstrate proper wiring and taping of commonly used plant materials. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.08 Demonstrate safety procedures used with mechanics and floral tools. |

02.0 Flower and Foliage Morphology

The student will be able to:

- | 0 | 1 | 2 | 3 | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 01.01 Match terms and definitions associated with plant morphology. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.02 Identify flower and foliage parts. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.03 Diagram male and female flower parts. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.04 Utilize proper nomenclature when discussing flowers and foliage. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.05 Differentiate among floral inflorescence. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.06 Diagram foliage parts. |

0 1 2 3

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.07 Identify common leaf shapes. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.08 Identify common leaf margins. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.09 Identify common leaf tips and bases. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.10 Differentiate among flower and foliage forms (line, form, mass, filler) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.11 Demonstrate the proper use of varying forms of plant materials in the floral design. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 02.12 Classify plant material based on form. |

03.0 Elements and Principles of Floral Design

The student will be able to:

0 1 2 3

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.01 Define the elements of floral design. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.02 Identify the elements of floral design. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.03 Describe each of the elements of floral design and their uses in the overall arrangement. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.04 Define the principles of floral design. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.05 Identify each of the principles of floral design |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.06 Demonstrate the uses of the principles of floral design in an arrangement. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.07 Describe the importance of each of the floral design principles. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.08 Demonstrate the proper use of accents and focal points in a floral design. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 03.09 Identify design principles in art. |

04.0 Color

The student will be able to:

0 1 2 3

- 04.01 Define color.
- 04.02 Define hue, chroma, and value.
- 04.03 Construct a color wheel.
- 04.04 Define vocabulary related to color and its variations.
- 04.05 Differentiate among primary, secondary, and tertiary colors.
- 04.06 Identify warm and cool colors along with their uses.
- 04.07 Demonstrate the use of color harmony in the floral design.
- 04.08 Define and demonstrate the uses of different colors in the floral design.

05.0 Floral Design History

The student will be able to:

0 1 2 3

- 05.01 Identify and differentiate among periods of floral design history.
- 05.02 Identify unique characteristics of each floral design era.
- 05.03 Identify floral arrangements originating in each floral era.
- 05.04 Differentiate among American, European and Oriental design influences.

06.0 Flower Arranging

The student will be able to:

0 1 2 3

- 06.01 Describe the general floral design rules.
- 06.02 Apply the general floral design rules in multiple arrangements.
- 06.03 Demonstrate the construction of a floral wrap.
- 06.04 Demonstrate the construction of a bud vase arrangement.
- 06.05 Demonstrate the construction of an equilateral triangle arrangement.
- 06.06 Demonstrate the construction of a round centerpiece.
- 06.07 Demonstrate the construction of a line arrangement.
- 06.08 Identify a corsage.
- 06.09 Identify a boutonnière.
- 06.10 Describe the use and construction of topiaries or live arrangements.
- 06.11 Describe and demonstrate the use of floral add ons in arrangements.

07.0 Floriculture Plant Identification

The student will be able to:

0 1 2 3

- 07.01 Describe the system of plant classification (Linnean system)
- 07.02 Identify the order of classification of living organisms
- 07.03 Define the parts of scientific plant names.
- 07.04 Identify commonly used floral design plant materials utilizing plant morphology, common name and scientific name.
- 07.05 Match plant materials with their common and scientific names.

08.0 Personal Flowers

The student will be able to:

0 1 2 3

- 08.01 Define personal flowers.
- 08.02 Demonstrate the construction of a corsage.
- 08.03 Demonstrate proper wiring and taping techniques for a variety of plant materials.
- 08.04 Demonstrate the construction of a boutonnière.
- 08.05 Identify proper occasions for the use of corsages and boutonnieres.
- 08.06 Identify other common personal flower arrangements such as: chaplet, lei, composite flowers, floral jewelry.
- 08.07 Demonstrate the construction of one additional type of personal flower arrangement.

09.0 Fresh Flower Care and Handling

The student will be able to:

0 1 2 3

- 09.01 Define terms pertinent to floral care and handling.
- 09.02 Identify causes of cut flower senescence.
- 09.03 Define the chain of life for floral materials, including the individuals involved in the process.
- 09.04 Describe chemical treatments for floral materials and their proper uses in the floral industry.
- 09.05 Describe the general handling and care guidelines for fresh floral materials.
- 09.06 Demonstrate proper care and handling of fresh floral materials.
- 09.07 Identify floral preservatives, ingredients and proper use.
- 09.08 Demonstrate proper use of floral preservatives.
- 09.09 Identify the proper steps for care and handling of floral arrangements.
- 09.010 Demonstrate proper care and handling of fresh floral arrangements.

10.0 Permanent and Preserved Botanicals

The student will be able to:

0 1 2 3

- 10.01 Describe the advantages to permanent and preserved botanicals.
- 10.02 Describe the disadvantages of permanent and preserved botanicals.
- 10.03 Define permanent botanicals.
- 10.04 Identify permanent botanicals.
- 10.05 Define preserved botanicals.
- 10.06 Identify preserved botanicals.
- 10.07 Describe common processes for preserving botanicals.
- 10.08 Demonstrate the proper process for gathering, preparing, storing, and preserving botanicals.
- 10.09 Describe the proper storage and care of permanent and preserved botanicals.
- 10.10 Demonstrate the construction of one arrangement or project utilizing permanent or preserved botanicals.

11.0 The Retail Floral Industry

The student will be able to:

0 1 2 3

- 11.01 Identify terms pertinent to the retail floral industry.
- 11.02 Describe types of floral shops.
- 11.03 Describe common locations for floral businesses.
- 11.04 Describe common shop layout and integral components.
- 11.05 Identify and describe common floral shop personnel roles.

12.0 Pricing and Ordering

The student will be able to:

0 1 2 3

- 12.01 Fill out a floral shop order form.
- 12.02 Calculate the amount of flowers needed for a floral design.
- 12.03 Convert wholesale price to retail price for a floral design.
- 12.04 Calculate sales tax.

13.0 Sales and Customer Service

The student will be able to:

0 1 2 3

- 13.01 Identify marketing terms and definitions.
- 13.02 Create a holiday flyer for an upcoming sale.
- 13.03 Conduct a successful telephone sale.
- 13.04 Demonstrate proper telephone etiquette
- 13.05 Demonstrate proper customer service