



ALIGNED WITH  
NCCER  
NATIONAL  
STANDARDS

**CABINETMAKING:  
CABINETMAKER HELPER  
SKILLS STANDARDS  
OD33101**

## ***COMPETENCY-BASED EDUCATION: OKLAHOMA'S RECIPE FOR SUCCESS***

### ***BY THE INDUSTRY FOR THE INDUSTRY***

Oklahoma's *CareerTech* system of competency-based education uses industry professionals and certification standards to identify the knowledge and abilities needed to master an occupation. This industry input provides the foundation for development of instructional materials that help prepare the comprehensively trained, highly skilled employees demanded by our workplace partners.

### ***TOOLS FOR SUCCESS***

*CareerTech* relies on three basic instructional components to deliver competency-based instruction: skills standards, curriculum materials, and competency assessments.

**Skills standards** provide the foundation for competency-based instruction in Oklahoma's *CareerTech* system. The skills standards outline the knowledge, skills, and abilities needed to perform related jobs within an industry. Skills standards are aligned with national skills standards; therefore, a student trained to the skills standards possesses technical skills that make him/her employable in both state and national job markets.

**Curriculum materials** contain information and activities that teach students the knowledge and skills outlined in the skills standards. In addition to complementing classroom instruction, curriculum resources provide supplemental activities to enhance learning and provide hands-on training experiences.

**Competency Assessments** test the student over material outlined in the skills standards and taught using the curriculum materials. When used with classroom performance evaluations, written competency assessments provide a means of measuring occupational readiness.

Although each of these components satisfy a unique purpose in competency-based education, they work together to reinforce the skills and abilities students need to gain employment and succeed on the job.

### ***MEASURING SUCCESS***

Written competency assessments are used to evaluate student performance. Results reports communicate competency assessment scores to students and provide a breakdown of assessment results by duty area. The results breakdown shows how well the student has mastered skills needed to perform major job functions and identifies areas of job responsibility that may require additional instruction and/or training.

Group analysis of student results also provides feedback to instructors seeking to improve the effectiveness of career and technology training. Performance patterns in individual duties indicate opportunities to evaluate training methods and customize instruction.

### ***TRUE TO OUR PURPOSE***

"Helping Oklahomans succeed in the workplace" defines the mission of Oklahoma *CareerTech* and its competency-based system of instruction. Skills standards, curriculum, and assessments that identify and reinforce industry expectations provide accountability for programs and assure *CareerTech's* continued role in preparing skilled workers for a global job market

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Oklahoma Department of Career and Technology Education  
Stillwater, Oklahoma

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**CABINETMAKING  
CABINETMAKING HELPER  
SKILLS STANDARDS**

- Duty A: Cabinetmaking Fundamentals
- Duty B: Stationary Power Equipment and Safety
- Duty C: Portable Power Equipment
- Duty D: Joinery and Fastening
- Duty E: Cabinetry Layout
- Duty F: Finish Preparation
- Duty G: Countertop Construction
- Duty H: Cabinet Assembly and Installation
- Duty I: European Cabinetmaking Processes
- Duty J: Cabinetmaking

**Frequency:** represents how often the task is performed on the job. Frequency rating scales vary for different occupations. The rating scale used in this publication is presented below:

- 1 = less than once a week
- 2 = at least once a week
- 3 = once or more a day

**Criticality:** denotes the level of consequence associated with performing a task incorrectly. The rating scale used in this publication is presented below:

- 1 = slight
- 2 = moderate
- 3 = extreme

**DUTY A: Cabinetmaking Fundamentals**

CODE	TASK	F/C
A.01	Practice general cabinetmaking safety <ul style="list-style-type: none"> <li>• Cleanup</li> <li>• Shop habits</li> <li>• Clothing</li> <li>• Eyes</li> <li>• Hearing</li> <li>• Fire</li> <li>• Lifting</li> </ul>	3 / 3
A.03	Interpret working drawings	3 / 3
A.04	Identify cabinetmaking terminology, definitions, and abbreviations <ul style="list-style-type: none"> <li>• Parts of a cabinet</li> <li>• Standard sizes</li> <li>• Designs</li> </ul>	3 / 3

A.06	Identify and select various kinds of woods and wood materials	2 / 2
A.07	Identify cabinet components and hardware and describe their purpose.	2 / 2
A.08	Apply mathematical measurements <ul style="list-style-type: none"> <li>• Add</li> <li>• Subtract</li> <li>• Multiply</li> <li>• Divide</li> <li>• Geometry</li> <li>• Tape measure</li> <li>• Linear feet</li> <li>• Fractions</li> <li>• Decimals</li> <li>• Metrics</li> <li>• Square feet</li> <li>• Board feet</li> </ul>	3 / 3
A.09	Use and maintain woodworking hand tools <ul style="list-style-type: none"> <li>• Hammer</li> <li>• Hand saw</li> <li>• Chisel</li> <li>• Screw driver</li> <li>• Level</li> <li>• Sharpening tools</li> </ul>	3 / 3
A.10	Plan efficient materials use	2 / 3
A.11	Estimate materials and costs	1 / 2

**DUTY B: Stationary Power Equipment and Safety**

CODE	TASK	F/C
B.01	Demonstrate knowledge of types of stationary power equipment <ul style="list-style-type: none"> <li>• Safety</li> </ul>	3 / 3
B.02	Identify, select, and use cutting tools	3 / 3
B.03	Operate circular/table saws	3 / 3
B.04	Operate radial-arm saws	3 / 3
B.05	Operate band saws	2 / 3
B.06	Operate scroll saws	2 / 3
B.07	Operate jointers	3 / 3
B.08	Operate surface planers	3 / 3
B.09	Operate stationary sander	3 / 3
B.10	Operate drilling machines	3 / 3
B.11	Operate shapers	2 / 3
B.12	Operate panel saws or panel router	3 / 3
B.13	Operate bench grinder	2 / 2
B.14	Operate special jointing machines <ul style="list-style-type: none"> <li>• Pocket cutter</li> </ul>	2 / 3

	<ul style="list-style-type: none"> <li>• Plate jointer</li> <li>• Mortise machine</li> </ul>	
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#### DUTY C: Portable Power Equipment

CODE	TASK	F/C
C.01	Demonstrate knowledge of portable power tools <ul style="list-style-type: none"> <li>• Safety</li> </ul>	3 / 3
C.02	Identify, select, and use portable electric power tools	3 / 3
C.03	Operate portable circular saws <ul style="list-style-type: none"> <li>• Power miter box</li> </ul>	3 / 3
C.04	Operate jig saws	3 / 3
C.05	Operate portable sanders <ul style="list-style-type: none"> <li>• Belt</li> <li>• Finish</li> <li>• Orbital</li> </ul>	3 / 3
C.06	Operate portable drills	3 / 3
C.07	Operate routers	3 / 3
C.08	Operate pneumatic tools	3 / 3
C.09	Operate special jointing machines <ul style="list-style-type: none"> <li>• Pocket cutter</li> <li>• Mortise machine</li> <li>• Plate jointer</li> </ul>	3 / 3

#### DUTY D: Joinery and Fastening

CODE	TASK	F/C
D.01	Identify various types of joints <ul style="list-style-type: none"> <li>• Butt joint</li> <li>• Dado joint</li> <li>• Doweled joint</li> <li>• Mortise and tenon joint</li> <li>• Spline joint</li> <li>• Tongue and groove joint</li> <li>• Miter joint</li> <li>• Rabbet joint</li> <li>• Plate joint</li> <li>• Pocket joint</li> <li>• Dovetail joint</li> <li>• Lap joint</li> </ul>	2 / 3
D.02	Identify and demonstrate types of mechanical fastening methods <ul style="list-style-type: none"> <li>• Fasten parts with nails</li> <li>• Fasten parts with screws</li> <li>• Fasten parts with staples</li> </ul>	2 / 3
D.03	Select and use adhesives	2 / 2
D.04	Glue and clamp various joints	2 / 2

#### DUTY E: Cabinetry Layout

CODE	TASK	F/C
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E.01	Cut component parts of cabinets	3 / 3
E.02	Cut component parts of face framing	3 / 3
E.03	Cut component parts of doors	3 / 3
E.04	Cut component parts of drawers	3 / 3

**DUTY F: Finish Preparation**

CODE	TASK	F/C
F.01	Select and use various abrasives	2 / 3
F.02	Prepare wood surfaces for finishes <ul style="list-style-type: none"> <li>• Clean surfaces</li> <li>• Remove excess glue</li> <li>• Sand surfaces</li> <li>• Swell dents</li> </ul>	2 / 3

**DUTY G: Countertop Construction**

CODE	TASK	F/C
G.01	Identify plastic laminates and their uses	2 / 3
G.02	Assist in the selection, layout, cutting, and application of plastic laminates <ul style="list-style-type: none"> <li>• Apply edge banding</li> <li>• Apply laminate to core</li> <li>• Apply wood edges</li> <li>• Cut plastic to size</li> <li>• Fit plastic laminate joints</li> <li>• Trim edges</li> <li>• Apply clamping devices</li> </ul>	2 / 3
G.04	Assist with the installation of countertops: <ul style="list-style-type: none"> <li>• Laminate</li> <li>• Solid Surface</li> <li>• Granite</li> <li>• Stainless Steel</li> <li>• Marble</li> </ul>	2 / 3

**DUTY H: Cabinet Assembly and Installation**

CODE	TASK	F/C
H.01	Assemble cabinet components	2 / 3
H.02	Assemble and mount face frames	2 / 3
H.03	Assemble drawer and door components	2 / 3
H.04	Install door, drawer, and shelf hardware <ul style="list-style-type: none"> <li>• Install drawer rail and guides</li> <li>• Install hinges</li> <li>• Install pulls and knobs</li> <li>• Install track and slide for sliding doors</li> <li>• Install catches</li> </ul>	2 / 3

H.06	Install moldings	2 / 2
H.07	Set lower cabinets	2 / 3
H.08	Hang upper cabinets	2 / 3
H.09	Install adjustable shelves	2 / 3

**DUTY I: European Cabinetmaking Processes**

CODE	TASK	F/C
I.01	Demonstrate basic knowledge of 32mm cabinetmaking	1 / 2

**Duty J: Cabinetmaking**

CODE	TASK	F/C
J.01	Build a cabinet from a set of drawings.	1 / 2