



AUSTRALIAN LACE GUILD

PROFICIENCY CERTIFICATE REQUIREMENTS

Candidates are expected to submit work showing ALL the requirements listed. It is recommended that candidates approach their state branch or the Proficiency Coordinator for a mentor to guide them through the proficiency process.

1 Application

- 1.1 Application for assessment is open to all financial members of the Australian Lace Guild
- 1.2 The application form is available from the Guild website australianlaceguild.com.au or from the Proficiency Coordinator
- 1.3 The specific requirements for each lace may be found separately on the website or from the Proficiency Coordinator
- 1.4 It is recommended that you do not submit an application until you are certain that you are able to complete the required samples prior to the closing date
- 1.5 The closing date for application is usually mid-February. The exact date is on the form. Workbooks must be received by the closing date which is approximately six weeks later
- 1.6 After the application closing date, the Proficiency Coordinator will provide a unique number to use on your workbook, a marking/check sheet and, for Stage One only, a photocopy of a test piece
- 1.7 Submission of work: proficiency work for assessment will be presented on an annual basis only. A candidate who is not successful may reapply in a subsequent year

2 Workbooks

- 2.1 A working notebook is required for all techniques and stages.
- 2.2 Due to costs of postage, A4 size is preferred and hard heavy covers are NOT recommended.
- 2.3 Postage: Ensure that the whole workbook is securely wrapped so that no lace is dislodged in transit. Post by Registered Post (tracking with signature on receipt) and they will be returned by the same method. Allowances should be made for possible postage delays.

- 2.4 When sending in an application form you need to include a self-addressed envelope for return of forms, test piece and receipt.
- 2.5 A copy of the requirements for the lace submitted must be included with the folder
- 2.6 Workbook pages, including plastic pockets, should be clearly numbered and a table of contents included.
- 2.7 A copy of the marking sheet must be included with the folder. Ensure that the appropriate page references are made on this sheet in order to direct the assessors to the relevant technique. This is sent to the candidate at the time of closing of applications unless requested sooner.
- 2.8 The requirements for each lace are available on the website or may be obtained from the Proficiency Coordinator. If a document is updated, a previous version may be used for a maximum of two years after the new version is made available
- 2.9 Assessment pieces must be clearly marked and *easily accessible*, and *both sides of the work should be visible*. It is suggested that clear plastic pockets or protectors are used. It is recommended that the notes/pricking be to the left and the lace to the right so assessors can see them side to side, without having to flip the page. Do not use pins or sticky tape to secure the lace.
- 2.10 Include with each pattern the following details:
- The name and a sample of the thread used.
 - The sources/s of the patterns used. Include full book title, author, edition/publication date and page number for patterns obtained from books. Include magazine title, volume and issue and page number if from a magazine. Include website, date accessed and author (if known) for material sourced from the internet. Include any other relevant information to enable the assessors to review the original pattern
 - List the titles of books/magazines/internet sites you have access to so the assessors can refer you back to them if there are any problems they can help you with
 - Needle size (knitting), hook size (crochet)
 - Maximum number of pairs required (bobbin lace)
 - Number of shuttles used (tatting)
 - Any other relevant details pertaining to the lace made, e.g. techniques included, working diagrams, difficulties experienced, etc

Note: The use of dark coloured or variegated threads is generally not recommended as it makes it difficult for the assessors to examine the lace properly

- 2.11 For bobbin lace the actual pricking used, with pattern markings, is to be included. Errors within the lace may often be the result of a fault within the pricking
- 2.12 The actual lace must be supplied for all assessment pieces. **No photographs or photocopies** will be accepted
- 2.13 For continuous lace, a 15 cm length is usually suitable (measured on a straight edge). However, if a thread heavier than a broder machine 30 (or equivalent) is used, a greater length would be required
- 2.14 For non-continuous lace, the motifs need to be of sufficient size to clearly demonstrate the techniques required
- 2.15 Where a mat is specified, the finished size of the fabric on which the lace is mounted is to be 'not less than 15cm square'.
- 2.16 Samplers are not acceptable as they do not allow for sufficient repetitions of a technique. A minimum of six repetitions of each requirement is essential.
- 2.17 The major finished pieces must be clearly marked as such
- 2.18 The definition of 'Own design' – any piece not taken from a lace pattern or an existing piece of lace. You may use a photo/drawing etc. to obtain ideas for a design. An adapted pattern is defined as where there is not less than a 10% change from the original.
- 2.19 Anonymity: a number will be issued to each candidate to preserve anonymity. The name and address of each candidate will only be known to the Coordinator. Do not include anything which may indicate who you are, e.g. prize certificates, your name or your tutor's name on any pieces or prickings. Suggestion - label as: "original design", "own design"/ "Design by Lacemaker No. ...", "design obtained from tutor". Include a name only when reference can be made to a published or readily available design

3 Assessment

- 3.1 The Assessors will be marking on:
- 1) Suitability of the thread for the pattern and the function of the item
 - 2) Tension
 - 3) Accuracy
 - 4) Texture
 - 5) Starting and finishing
 - 6) Mounting if used
 - 7) Balance of design (for the original piece)

- 3.2 If a candidate is unhappy with an assessment, a reassessment may be requested. However, an additional charge to cover postage will be made. This cost will be determined at the time according to current postage rates.

4 Stage One

- 4.1 All assessment pieces are to be arranged in chronological order of working
- 4.2 Teaching notes issued by a tutor/mentor should not be included
- 4.3 Please state if a piece of lace has been laundered. Newly worked lace should not require laundering, except where this is part of the blocking or finishing process
- 4.4 While traditional techniques are required, candidates may choose to submit pieces showing modern design and/or usage. However, be careful that the pieces of lace chosen actually comply with the type required. For example, many of the modern designs of lace are “freeform” and not worked on a 45-degree grid, and are therefore unsuitable as torchon pieces
- 4.5 Test Pattern
For bobbin lace, include the draft as well as the pricking of the pattern made from the photocopy supplied by the Proficiency Coordinator. For other techniques include any appropriate stages in your development of the pattern. The candidate should endeavour to make the piece of lace as close as possible in size to the photocopy supplied, using the same or similar thread and gimp size. Submit with the rest of the requirements to the Coordinator by the due date.

5 Stage Two

- 5.1 To submit work for Stage Two you must hold the Stage One certificate for that lace
- 5.2 One (1) major finished piece from Stage One must be resubmitted with your Stage Two assessment
- 5.3 The presentation of your work for Stage Two does not need to be in chronological order
- 5.4 Stage Two requires a standard considerably higher than that accepted for Stage One
- 5.5 The Stage Two workbook should illustrate the progression of work submitted for assessment since Stage One. As well as the practical information about patterns, prickings (where relevant) and threads used, it should show evidence of wider reading

and include a short summary (not more than one typed page) of your knowledge and appreciation of the historical background and uses of the craft.

6 Stage Three

- 6.1 For Stage Three, a very high standard of work is required
 - 6.2 Please resubmit one (1) major finished piece from Stage One, and one (1) major finished piece from Stage Two
 - 6.3 The presentation of your work for Stage Three does not need to be in chronological order
 - 6.4 If the work you submit is 'original', include evidence of the design process you have used. An 'adapted' design is one originally from a designer, book, piece of lace etc, which you have changed. State the source and include a photocopy or photograph of the original for comparison. In bobbin lace an acceptable adaptation requires a significant (at least 10%) alteration to the pricking
 - 6.5 If attempting Stage Three and you have already passed a teacher's level in another lace, there is no requirement to submit teaching requirements for the second lace. If you pass the subsequent Stage Three, a teacher's certificate will be automatically awarded
- ## **7 Stage Four**
- 7.1 Stage Four requirements for the Teaching Certificate are listed separately on the website