

RESIDENTIAL DECORATING DACUM

Facilitated by Gene Semchych and Susan Andree

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DACUM Skill Rating Scale

1 - Can perform some parts of this skill satisfactorily but requires assistance and/or supervision to perform the entire skill.

2 - Can perform this skill satisfactorily but requires periodic assistance and/or supervision.

3 - Can perform this skill competently without assistance or supervision.

4 - Can perform this skill competently without, assistance with more than acceptable quality, and with initiative/adaptability to unique situations.

DESIGN SPACE PLANS A

Determine needs A1	Determine wants A2	Discriminate between needs and wants A3	Integrate wants and needs into design plan A4	Adhere to budget A5	Monitor budget A6	Interpret plans A7	Draw all plans A8
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Consult with experts A9	Apply building standards and codes A10	Interpret measurements A11	Plan for special physical needs A12	Incorporate industry tools A13			
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4			

DEMONSTRATE COMMUNICATION SKILLS B

Listen actively B1	Demonstrate oral communication skills B2	Write legibly and articulately B3	Read with comprehension B4	Create presentations B5	Present to a variety of audiences B6	Use appropriate communications tools B7	Use industry vocabulary B8
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Translate industry terms B9	Use language appropriate to audience B10	Demonstrate respect for others B11	Demonstrate patience B12	Use mediation skills B13	Defend ideas and concepts B14	Demonstrate non-verbal communication skills B15	Practice self-awareness B16
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4

DEMONSTRATE PROFESSIONALISM C

Demonstrate creativity C1	Demonstrate a commitment to life-long learning C2	Demonstrate responsibility C3	Demonstrate attention to details C4	Participate in a professional organization C5	Manage time C6	Conduct self professionally C7	Demonstrate accountability C8
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Manage risk C9	Demonstrate perseverance and follow-through C10	Complete project or job C11	Display passion for work C12	Display confidence C13	Work within scope of qualifications and expertise C14		
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4		

DEMONSTRATE MARKETING SKILLS D

Create a professional portfolio D1	Promote self D2	Analyze market D3	Identify target market D4	Identify competitors D5	Analyze competitors D6	Create marketing campaign D7	Network D8
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Show devotion to community D9	Collect feedback D10	Analyze feedback D11					
1 2 3 4	1 2 3 4	1 2 3 4					

DEMONSTRATE SELLING SKILLS E

Justify ideas E1	Justify products and services E2	Resolve customer complaints E3	Initiate sales process E4	Close the deal E5	Prioritize for customer satisfaction E6
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4

APPLY DECORATING PRINCIPLES F

Create a triangle workspace F1	Determine focal point F2	Determine function of room F3	Create balanced room F4	Create room to appropriate scale F5	Create colour scheme F6	Create lighting plan F7	Create furniture layout plan F8
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Develop a harmonious environment F9	Develop a safe environment F10	Design using sustainable resources F11					
1 2 3 4	1 2 3 4	1 2 3 4					

APPLY DECORATING ELEMENTS G

Select hard materials G1	Select products G2	Select lighting fixtures G3	Select accessories G4	Select furniture G5	Select fabrics G6	Coordinate elements of room G7	Select window treatments G8
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Select flooring materials G9	Design bathrooms G10	Design work spaces G11	Design media rooms G12	Design outdoor spaces G13	Design closets and storage spaces G14	Design living and sleeping spaces G15	Design kitchens G16
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Design foyers G17	Maintain a product library C18						
1 2 3 4	1 2 3 4						

MANAGE PROJECTS H

Find suppliers and products H1	Arrange contract with trades H2	Develop budget H3	Develop project plan H4	Work as part of a team H5	Identify resources H6	Adapt to change H7	Initiate project follow-up H8
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Delegate tasks H9	Create work schedules H10	Apply supervision to on-site work H11	Prioritize work H12	Solve problems H13	Negotiate with clients, suppliers and contractors H14	Adhere to laws and regulations H15	Adhere to timelines H16
1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Implement communication strategy H17	Create a positive work environment H18	Sign off all work H19					
1 2 3 4	1 2 3 4	1 2 3 4					

