NOTE ON PERFORMANCE TESTING

Performance Profile Sheet(s) are included in a format that can be easily photocopied for each trainee. This examination is designed to measure competency in the tasks taught in each module.

Please note the number of tasks to be tested while teaching each module. Each trainee should be tested on all the tasks listed on the Performance Profile Sheet(s). Before performance testing, the instructor should brief the trainees on:

- Test objectives and criteria
- Safety precautions
- Procedures for each task to be tested

The instructor administering the performance testing should also do the following:

- Ensure that all of the needed equipment is available and operating properly.
- Set up the testing stations.
- Organize and administer the test in a way that allows for optimal performance.
- Complete the Performance Profile Sheet(s) for each trainee by assigning a pass/fail score for each listed task. Include the testing date and start and end times for each task in the rating boxes.
- Monitor adherence to all safety regulations and precautions.
- Provide adequate supervision to prevent injuries.
- Take immediate and effective action to remedy any emergency.

Performance Testing

If Performance Testing is done as part of the NCCER Standardized Craft Training Program, the following conditions must be met:

1. The Craft Instructor must hold valid NCCER instructor certification.
2. The training must be delivered through an Accredited Training Sponsor recognized by NCCER.
3. The specific performance testing must be completed successfully.
4. The results of the testing must be recorded and submitted to the local Accredited Training Sponsor for approval through NCCER's Registry system or submitted through the Testing System.

Certified Credential

If the sponsor is working through an NCCER-Accredited Assessment Center, candidates who successfully pass performance testing may be eligible for a Certified credential. A number of NCCER’s Performance Profiles cross over to NCCER’s Assessment Performance Verifications and may be completed simultaneously. Note that two other important conditions are required for the Certified credential:

1. Candidates must first pass the associated written assessment.
2. An NCCER-Accredited Assessment Administrator must sign off on the Performance Verification before it is submitted to NCCER.
Performance Profile Sheet

Craft: Sheet Metal Level 1
Module: 04101
Module Title: Occupational Overview: The Sheet Metal Industry

TRAINEE NAME: ____________________________________
TRAINING PROGRAM SPONSOR: ________________________
INSTRUCTOR: ________________________

Rating Levels:
(1) Passed: performed task
(2) Failed: did not perform task

Be sure to list the date the testing for each task was completed.

Recognition:
When testing for the NCCER Training Program, record performance testing results and submit them to your Training Program Sponsor through the Registry System.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Identify types of metal from a collection of examples.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Identify common sheet metal fittings.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Use a standard sheet metal gauge to measure various metal thicknesses to given standards.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Copyright © 2019 NCCER. Permission is granted to reproduce this page provided that copies are for local use only and that each copy contains this notice.
# Performance Profile Sheet

Craft: Sheet Metal Level 1  
Module: 04102  
Module Title: Sheet Metal Tools and Equipment  

**TRAINEE NAME:** ___________________________________________________  
**TRAINING PROGRAM SPONSOR:** ____________________________________  
**INSTRUCTOR:** _____________________________________________________

**Rating Levels:**  
(1) Passed: performed task  
(2) Failed: did not perform task  
Be sure to list the date the testing for each task was completed.

**Recognition:**  
When testing for the NCCER Training Program, record performance testing results and submit them to your Training Program Sponsor through the Registry System.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1, 2, 3, 4</td>
<td>Identify a given hand tool and demonstrate its safe use and maintenance.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1, 4</td>
<td>Identify a given power tool and demonstrate its safe use and maintenance.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1, 5</td>
<td>Identify a given shop machine and demonstrate its safe use and maintenance.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Copyright © 2019 NCCER. Permission is granted to reproduce this page provided that copies are for local use only and that each copy contains this notice.
**Craft:**  Welding Level 1 Module  
**Module:**  29103  
**Module Title:**  Plasma Arc Cutting

**Trainee Name:**  

**Training Program Sponsor:**  

**Instructor:**  

**Rating Levels:**  

1. Passed: performed task  
2. Failed: did not perform task  

Also, list the date for testing for each task was completed.

**Recognition:**  When testing for the NCCER Training Program, be sure to record Performance testing results on Registration of Training Modules Form, and submit the results to the Training Program Sponsor.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,2,3</td>
<td>Set up plasma arc cutting equipment.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2,3</td>
<td>Set the amperage and gas pressures or flow rates for the type and thickness of metal to be cut using plasma arc equipment.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Square-cut metal using plasma arc equipment.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Bevel-cut metal using plasma arc equipment.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Pierce and cut slots in metal using plasma arc equipment.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Dismantle and store the equipment.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Performance Profile Sheet

Craft: Sheet Metal Level 1
Module: 04104
Module Title: Sheet Metal Math and Measurement

TRAINEE NAME: ___________________________________________________
TRAINING PROGRAM SPONSOR: ____________________________________
INSTRUCTOR: _____________________________________________________

Rating Levels:
(1) Passed: performed task
(2) Failed: did not perform task
Be sure to list the date the testing for each task was completed.

Recognition:
When testing for the NCCER Training Program, record performance testing results and submit them to your Training Program Sponsor through the Registry System.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>4, 5</td>
<td>Use the OWL method to calculate a specified offset.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Copyright © 2019 NCCER. Permission is granted to reproduce this page provided that copies are for local use only and that each copy contains this notice.
# Performance Profile Sheet

Craft: Sheet Metal Level 1  
Module: 04103  
Module Title: Fundamentals of Sheet Metal Layout and Processes

**TRAINEE NAME:** ____________________________________  
**TRAINING PROGRAM SPONSOR:** ____________________________________  
**INSTRUCTOR:** ____________________________________

**Rating Levels:**  
(1) Passed: performed task  
(2) Failed: did not perform task  
Be sure to list the date the testing for each task was completed.

**Recognition:**  
When testing for the NCCER Training Program, record performance testing results and submit them to your Training Program Sponsor through the Registry System.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Transfer a sheet metal pattern to a piece of sheet metal to given standards.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Use hand snips to make straight cuts, outside curved cuts, and internal cuts on 24-gauge or lighter sheet metal to given standards.</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Perform a double cut on light pipe to given standards.</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Use shears to square a piece of light-gauge sheet metal for ductwork to within 1/16 inch (2 mm).</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Use a slip-roll forming machine to make two sections of round pipe with grooved seams to given standards.</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4, 5</td>
<td>Use a brake to make right-angle bends and Pittsburgh seams, then assemble the pieces to create a section of duct.</td>
<td>4, 5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Use a bar folder to create single and double hems to given standards.</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OBJECTIVE</td>
<td>TASK</td>
<td>RATING</td>
<td>DATE</td>
<td>START TIME</td>
<td>END TIME</td>
</tr>
<tr>
<td>-----------</td>
<td>------</td>
<td>--------</td>
<td>------</td>
<td>------------</td>
<td>----------</td>
</tr>
<tr>
<td>4</td>
<td>Make a crimped edge on round pipe to given standards.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Join two sections of round pipe by crimping and beading to given standards.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Copyright © 2019 NCCER. Permission is granted to reproduce this page provided that copies are for local use only and that each copy contains this notice.
Performance Profile Sheet

Craft: Sheet Metal Level 1
Module: 04105
Module Title: Parallel Line Development

TRAINEE NAME: ____________________________________
TRAINING PROGRAM SPONSOR: __________________________
INSTRUCTOR: __________________________

Rating Levels:
(1) Passed: performed task
(2) Failed: did not perform task
Be sure to list the date the testing for each task was completed.

Recognition:
When testing for the NCCER Training Program, record performance testing results and submit them to your Training Program Sponsor through the Registry System.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Lay out and fabricate an instructor-selected fitting to the specifications provided.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Copyright © 2019 NCCER. Permission is granted to reproduce this page provided that copies are for local use only and that each copy contains this notice.
Performance Profile Sheet

Craft: Sheet Metal Level 1
Module: 04106
Module Title: Installation of Ductwork

TRAINEE NAME: ___________________________________________________
TRAINING PROGRAM SPONSOR: ________________________________
INSTRUCTOR: __________________________________________________

Rating Levels:
(1) Passed: performed task
(2) Failed: did not perform task

Be sure to list the date the testing for each task was completed.

Recognition:
When testing for the NCCER Training Program, record performance testing results and submit them to your Training Program Sponsor through the Registry System.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Connect both rectangular and round sections of duct and seal the joints with mastic.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Identify and determine the various specifications of a given fastener.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Install one or more instructor-selected concrete anchors.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Demonstrate the proper method of installing selected duct hangers and supports.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Copyright © 2019 NCCER. Permission is granted to reproduce this page provided that copies are for local use only and that each copy contains this notice.
Performance Profile Sheet

Craft: Sheet Metal Level 1
Module: 04107
Module Title: Installation of Air Distribution Accessories

TRAINEE NAME: ___________________________________________________
TRAINING PROGRAM SPONSOR: ____________________________________
INSTRUCTOR: _____________________________________________________

Rating Levels:
(1) Passed: performed task
(2) Failed: did not perform task
Be sure to list the date the testing for each task was completed.

Recognition:
When testing for the NCCER Training Program, record performance testing results and submit them to your Training Program Sponsor through the Registry System.

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>TASK</th>
<th>RATING</th>
<th>DATE</th>
<th>START TIME</th>
<th>END TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Install a louver, duct access door, or fire/smoke damper.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Install an opposed-blade balancing damper in a section of lined duct.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Demonstrate the installation of selected air distribution accessories.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Install a flexible-duct branch line from a rectangular duct to a diffuser, register, or grille, including the takeoff and register boot (if needed).</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Copyright © 2019 NCCER. Permission is granted to reproduce this page provided that copies are for local use only and that each copy contains this notice.