

## Video Guide

### MSF30322 – Certificate III in Cabinet Making and Timber Technology

#### Introduction

When you apply for a Pathway 1 Skills Assessment as a **Cabinetmaker**, you must provide video evidence.

This Guide provides instructions about what types of skills to capture in your videos and how to record them.

#### Instructions

You are required to submit three (3) videos for assessment, selecting from the list of approved options below. For each video:

- Carefully read the skills checklist provided under each video title.
- Your video must clearly demonstrate every skill listed for that option.
- Use the checklist during your preparation and filming to ensure all required skills are captured.
- Record and submit your footage, ensuring all listed skills are demonstrated clearly and professionally.

#### Video length

Each video should be approximately five (5) minutes long. If you require more time to demonstrate all steps, you may pause, and resume filming as needed.

#### Video safety

VETASSESS takes safety seriously and expects that all videos are recorded in a safe environment that reflects Australian workplace health and safety standards.

Your video must always demonstrate safe work practices. For guidance on safe work procedures, visit [Safe Work Australia](https://www.safeworkaustralia.gov.au/).

**Videos recorded in an unsafe environment or showing unsafe practices will be deemed invalid and could result in your application being unsuccessful.**

## Video quality

Your video must clearly demonstrate that it is you that is performing the required tasks, with good visibility and clear communication.

To ensure your submission meets quality standards, please follow the guidelines below:

- Ensure your camera angle clearly captures your actions throughout the task.
- Make sure it is clearly visible that you are the person performing the work.
- Explain your actions verbally during the recording wherever possible.
- Where possible, please ensure that non-work-related noise (e.g. loud music) is avoided completely.
- If you are unable to speak while performing a task (e.g. due to a noisy workplace or complex hands-on activity), you may provide commentary in one of the following ways:
  - Add captions to the video after recording
  - Add a voiceover after the video has been recorded

Clear visibility and communication are essential for assessors to review your skills accurately.

Poor-quality footage or unclear explanations **will** affect the outcome of your application.

## Language requirements

**Your entire video must be presented in English.**

Your assessor must be able to clearly understand your spoken explanations, as this supports the assessment of your communication skills and helps prepare you for your future technical interview, which will also be conducted in English. Clear and accurate communication is essential to a successful assessment outcome.

You **must** use correct English terms when referring to:

- Tool names
- Descriptions of the tasks you are performing
- Equipment
- Measurements (e.g. numbers, colours, units)

**Important:** The use of an interpreter is not permitted. As part of this assessment, you are being evaluated on your ability to work safely and communicate effectively in an Australian workplace

environment. You must demonstrate that your English skills are sufficient for safe and competent performance on the job.

## Use of Artificial Intelligence (AI)

All video submissions **must** be an authentic demonstration of your skills and work in a real-world setting. The use of Artificial Intelligence (AI) tools, avatars, simulations, or generated content is not permitted for any part of the video evidence.

Your videos must:

- Show you physically performing the tasks in your usual workplace or equivalent environment.
- Accurately reflect your capability, using fundamental tools, equipment, and materials.
- Be free of digital enhancements or manipulations that could misrepresent your performance.

Videos that show signs of being artificially generated or manipulated **will** be deemed invalid and **will** result in your application being unsuccessful.

## Next steps

1. Review the two available video streams below:
  - Kitchen and Bathroom Stream (Videos 1–3)
  - Furniture Stream (Videos 4–6)
2. You must **select one stream** based on your area of experience and current or most recent workplace role.
3. If you choose the Kitchen and Bathroom stream, you must submit Videos 1, 2, and 3.
4. If you choose the Furniture stream, you must submit Videos 4, 5, and 6.
5. Before recording, carefully review the skills checklist for each video in your chosen stream to ensure you can demonstrate all the required skills.
6. Your completed submission must include all three videos from your selected stream. Videos must show you completing the tasks and skills listed for each video option.
7. Upload your videos via the VETASSESS online portal, following file-naming and format requirements.

## Video Evidence Summary

### Kitchen and bathroom options

**Option 1:** Cutting and edging components for a kitchen cabinet carcass

In this video, I have clearly demonstrated the following skills:

Selected and used machines and/or power tools to cut cabinet components to the required size

Checked that all measurements are accurate according to the plans

Applied edging and pre-drilled holes for hinges and shelf supports, ensuring all parts fit together for assembly

**Option 2:** Assembling a kitchen or bathroom cabinet

In this video, I have demonstrated the following skills:

Determined task requirements and cutting list specifications from work documentation

Established the correct position and layout of all cabinet components

Assembled the cabinet, fitted drawers and/or doors, and carried out quality checks

**Option 3:** Install a kitchen or bathroom cabinet

In this video, I have demonstrated the following skills:	
Selected and prepared all required tools, equipment and materials based on the task	
Installed cabinets and associated hardware using hand and power tools safely	
Completed quality checks and made any necessary door and drawer alignment adjustments	
<b>Furniture Options</b>	
<b>Option 4:</b>	Making and joining timber parts for a furniture frame
In this video, I have demonstrated the following skills:	
Marked, cut, and prepared timber parts for a frame (such as a table, chair, or shelf)	
Made and fitted joinery (for example, dowel, mortice and tenon) to assemble the frame	
Checked that the assembled frame is square, fits well, and is strong	
<b>Option 5:</b>	Hand making timber joints
In this video, I have demonstrated the following skills:	
Identified the joint type, purpose, and finished style required from work instructions	

Selected and checked tools and equipment, marked out, and cut the timber for the joint	
Joined the timber using workplace methods (such as mortice and tenon, dovetail, dowel, housing joint, or halving joint) and checked the joint for quality and finish	
<b>Option 6:</b>	Operate basic static machines (e.g., surface planer, thicknesser, table saw)
In this video, I have demonstrated the following skills:	
Checked that all emergency stops, gauges, guards, controls, and safety equipment are working before starting the machine	
Completed machine settings and adjusted as needed to meet the task	
Operated the machine according to its designed capacity and purpose	

To create the videos, we recommend you follow these steps.

### Step 1: Preparation

1. Find a time and place to film the videos without disruption – you are strongly encouraged to film the videos in your workplace.
2. Organise the area, then organise all the equipment and resources you will need to complete the task.

## Step 2: Filming

3. If you do not have another person to operate the camera, put your camera on a stable surface such as a table or a tripod. This will help keep your video steady.
4. Put the camera **sideways (landscape mode)** so it captures the entire work area where you will be performing the task. Remember, you will need to be clearly seen in the video as the person doing the work.
5. Do a 'trial check' to see if the video is being recorded correctly. To do this, film 10- 20 seconds, then view the video and check that it is in focus, the lighting is good, and your voice can clearly be heard.
6. If the trial is successful, film your complete video.
7. At the start of the video, clearly state the task you are going to perform.
8. While completing the task, speak clearly and slowly, describing what you're doing.

**IMPORTANT: If there are any risks to health and safety, you must stop filming.**

## Step 3: Save and upload

1. When you have finished filming, watch the video to make sure you have filmed everything you want.
2. Save and name the video files:
3. The file size for each video must not exceed 500mb

Accepted video file formats include:

- MP4 (.mp4)

- M4V (.m4v)
- OGV (.ogv)
- WEBM (.webm)

4. Video files must be named using the following format: 'Surname\_First Name\_Video\_number'. For example: 'Smith\_Peter\_Video\_1'

5. Upload your videos via the VETASSESS online portal when submitting your application.

**Note: Your assessor will request additional videos or photos if your videos do not provide evidence of you safely demonstrating your skills as a skilled tradesperson.**

## Confidentiality

Any videos submitted to VETASSESS will be used for the sole purpose of skills assessment. All video recordings are held securely and will not be reproduced or shared for public use. Our [Privacy Statement](#) explains how we handle your personal information.

If you require any further information, please contact us at [tradeassess@vetassess.com.au](mailto:tradeassess@vetassess.com.au).