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|  | Supplement to a vocational qualification certifying document(\*) |  Description: http://upload.wikimedia.org/wikipedia/commons/thumb/8/84/Flag_of_Latvia.svg/125px-Flag_of_Latvia.svg.pngLatvia |

Vocational qualification certifying document serial \_\_\_\_\_\_\_\_\_\_\_\_ No.\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **1. Title of the vocational qualification certifying document(1)** |
| ☐ Diploms par profesionālo vidējo izglītību☐ Profesionālās kvalifikācijas apliecībaProfesionālā kvalifikācija: **Produktu dizainera asistents** |
| (1) in the original language |

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| **2. Translation of the title of the vocational qualification certifying document(2)** |
| ☐ A diploma of vocational secondary education☐ A vocational qualification certificateVocational qualification: **Product Designer Assistant** |
| (2) If necessary. This translation does not have a legal status. |

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| **3. Description of competences** |
| Product designer assistant performs a part of duties of the product designer: studies the audition (user) needs, analogue, material and technical solutions; sketches, produces and tests models, prepares the technical design, participates in implementation of the design project – production of functional and sustainable products – and presentation of results.Has acquired competences for performance of the following professional duties and tasks:3.1. Identifying of the design project idea:̶ to follow the sector topicalities and funding attraction opportunities;̶ to identify the work task, taking into consideration the customer's intention and user's needs;̶ to study the customer's brand management principles;̶ to study products of the customer's competitors;̶ to study the design product market;̶ to plan the time schedule for development of the design project and product or design model;̶ to protect own intellectual property rights and observe intellectual property rights of others.3.2. Research of the existing and similar design products according to the task to be solved:̶ to carry out research of usability (functionality) and use of the existing and related design products;̶ to carry out research of materials of the existing and related design products;̶ to carry out research of digital and printed information of the existing and related design products;̶ to carry out research of the historical development of the existing and related design products;̶ to carry out research of the emotional impact of the existing and related design products;̶ to carry out research of conceptual directions of design product.3.3. Development of design project idea:̶ to participate in development of the conceptual idea of design product;̶ to participate in development and analysis of the initial 2D sketches of ideas;̶ to participate in development and analysis of the initial 3D sketches and models of ideas;̶ to carry out analysis of the planned materials according to the intended design product;̶ to present the design project during the sketch stage.3.4. Identifying of opportunities for implementation of the design project individually and in a team:̶ to research the market offer of materials necessary for development of the design product;̶ to analyse the materials necessary for development of the design product from the technological point of view;̶ to carry out research of the design product production costs;̶ to consult with the manufacturer about the possibilities of production of the design product;̶ to compile information about the technological solutions of the design project.3.5. Development and implementation of design project:̶ to participate in development of design technical project;̶ to participate in development of production prototype in accordance with the design product's aesthetic, functional and other quality criteria, as well as using materials and technologies appropriate to the product's function;̶ to test the production prototype in application conditions or environment;̶ to make changes/corrections to the production prototype;̶ to compile the design project documentation.3.6. Presentation of design product:̶ to position on the customers' market from the perspective of the end product design;̶ to present the design product concept and the design product from the user's position;̶ to outline the creative process of the design product development.3.7. Author's supervision – supervision of copyright, industrial property rights and industrial production prototype development and production quality:̶ to coordinate the design product production process;̶ to communicate with the manufacturer during development of the end product signal sample.3.8. Implementation of the basic principles of professional activity, fulfilment of labour and environmental protection requirements:̶ to carry out design business;̶ to observe requirements of labour and environmental protection;̶ to observe norms of employment legal relations;̶ to observe the principles of social and civil liability; – to use the official language;– to use at least one foreign language;– to cooperate, observing the principles of professional communication;– to use information and communication technology;– to continuously improve own personality;– to upgrade the professional qualification.Additional competences:*<<Filled in by the education institution>>;**̶ ...;**̶ ...;**̶ ...* |

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| **4. Employment opportunities according to the vocational qualification(3)** |
| Product designer assistant works for companies and performs a part of environment designer's duties, such companies specialising in designing of new materials, object shapes, arrangement of parts, product proportions, colour, structure, aesthetically, functionally and ergonomically high quality consumer items, their collections, as well as production technologies, and may be a self-employed person or individual merchant. |
| (3) If possible |

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| **5. Description of the vocational qualification certifying document** |
| **Name and status of the institution that has issued the vocational qualification certifying document** | **State institution that ensures recognition of the vocational qualification certifying document** |
| *<<Full name, address, phone No., website address; e-mail address of the document issuing institution.* *Legal status of the issuing institution>>* | The Ministry of Education and Science of the Republic of Latvia, website: *www.izm.gov.lv* |
| **Level of the vocational qualification certifying document****(national or international)** | Grading scale/Grade, which certifies fulfilment of requirements |
| Nationally recognised document, corresponding to the Level 4 of the Latvian Qualifications Framework (LQF 4) and the Level 4 of the European Qualifications Framework (EQF 4).  | The grade received in the vocational qualification exam not less than “satisfactory – 5”(the 10-point grading system is used). |
| **Access to the next education level** | **International contracts or agreements** |
| Diploma of vocational education allows to continue education in LQF 5/ EQF 5. or LQF 6/ EQF 6.  | *<<if applicable.* *Filled in by the education institution, if the concluded international contracts or agreements provide for issuance of additional certificates. Delete the comment, if not applicable>>* |
| **Legal basis** |
| Vocational Education Law (Section 6). |

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| **6. Type of acquisition of the vocational qualification certifying document** |
| ☐ Formal education:☐ Full-time☐ Full-time (work environment-based studies)☐ Extramural studies | ☐ Education acquired outside the formal education system |
| **Total duration of studies\*\*** (hours/years) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **A: Description of the acquired vocational education** | B: Percentage of full (100%) programme  | C: Duration (hours/weeks) |
| Part of the education programme acquired at the education institution | *<<Enter the volume (%) of the education programme acquired in classrooms of the education institution>>* | *<<Enter the volume (hours or study weeks) of the education programme acquired in classrooms of the education institution>>* |
| Part of the education programme acquired in internship at a workplace, incl., work environment-based studies | *<<Enter the volume (%) of the education programme acquired outside classrooms of the education institution,**i.e., practical studies at a company/-ies, internship at a workplace, work environment-based studies>>* | *<<Enter the volume (hours or study weeks) of the education programme acquired outside classrooms of the education institution,**i.e., practical studies at a company/-ies, internship at a workplace, work environment-based studies>>* |
| \*\*Applicable to acquired formal education.**Additional information:**[*www.izm.gov.lv*](http://www.izm.gov.lv/)[*https://visc.gov.lv/profizglitiba/stand\_saraksts\_mk\_not\_626.shtml*](https://visc.gov.lv/profizglitiba/stand_saraksts_mk_not_626.shtml)**National information centre:**Latvian National Europass Centre, [*http://www.europass.lv/*](http://www.europass.lv/) |