



Tuvalu
Technical & Vocational Skills Development Programme

BASIC PAINTING SKILLS



STUDENT WORKBOOK

Credits

Basic Painting Skills is a Level 1 course which forms part of the Tuvalu Technical & Vocational Skills Development programme, Painting and Decorating. It was especially written and designed to be delivered in schools and communities in Tuvalu, and other Pacific island nations.

This programme was initiated by the Tuvaluan Ministry of Education, and supported by the Commonwealth of Learning.

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Basic Painting Skills

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Welcome

Welcome to this course on basic painting skills. In this course you will work with an experienced painter and teacher who will help you to go through this workbook and learn about the skills of painting. They will also help you to practice these skills until you become competent. If you continue to learn more about painting and decorating and complete the whole programme, you may be able to earn a living as a painter and decorator.

While it takes time to become an experienced painter, it is a task that can be mastered by men and women. Many women work as professional painters.



Who is this course for?

This course is an introduction to basic painting skills. It is written for people who have little or no experience with painting. It is intended for students starting from Year 7 and beyond, school leavers, and community groups who have little knowledge or experience of painting.

What does the course cover?

This basic painting course covers three topics:

Topic 1: Painting – Tools and Safety

This section introduces various painting tools, materials and toxic chemicals, and how they are used in the painting process. Painting tools like brushes, roller, and tray are used to apply paint directly to surfaces. Materials like drop sheet, gloves, and dust mask protect the painting and the painter during the job. Chemicals like turpentine and kerosene are to clean painting tools after the job.

Topic 2: Surface Preparation

This section shows how you prepare surfaces for painting. The job requires abrasion to fill holes and cracks on surfaces and smooth them for painting. Before painting, surfaces should be dust-free and clean.

Topic 3: Applying Paint

This final section of the course covers three major layers of painting. Primer painting is applied on surfaces as the foundation of painting. The second coat is known as 'undercoat'. It is the main coat of paint before a finishing coat is applied. The three painting coats are applied in all painting jobs.

How does the course work?

The course **will** be led by a teacher or experienced trades person who will show you the details of using painting tools, materials, and chemicals correctly. Also, they will guide you in the skills of surface preparation and applying of coats of paint.

The course will work best with small groups of students who can talk about things and learn from each other.

Student Workbook

Your workbook has activities, pictures and explanations as well as space to make your own notes in the margin.

The four topics in your workbook have separate sections for most of the key areas – such as: painting materials, uses, and safety; surface preparation; and application of paint. Your teacher will work through each section with you, talking about the tools and materials and show you how to use them.

There is a Student Checklist at the back of the workbook for your teacher to tick-off as you complete each section.

The role of your teacher

Your teacher for this course is a competent tradesperson with knowledge of painting methods and skills in using painting tools. They will show how to work with painting correctly and tell you how well your skills are developing.

Your teacher will:

- Have samples of painting work, tools, materials and paint for you to work with
- Explain the written material
- Show you
 - How to use painting tools and other materials
 - How to work safely with paint and other materials

- How to prepare surfaces before painting
- How to apply different coats of paint
- Watch your work and tell you how are you doing
- Complete your student checklist to record the work you have done

Projects

This course tells you a lot about painting tools, materials and chemicals, surface preparation, and the application of painting coats on surfaces. However, you really need to learn and apply them practically. Learning and application of painting can only be perfect after a lot of practice.

During the course you will work on a project that uses the skills you have learned. You will prepare and paint:

- A piece of furniture or other object you bring from home
- An old boat with quality painting applied on its surface. *(This will be done as a whole class project.)*

Glossary

This is a handy list of words used in the workbook with their meanings. If you find a word in the workbook that you do not understand, you can check back here to learn what it means.

Absorbent surface	surfaces that are able to take in and hold paint
Abrasive Tool	tools that are used on surfaces to produce a smooth finish before the first coat of paint is put on
Acrylic	a water-based paint which is easily put on, dries quickly, and does not get darker over time.
Bond	the ability of one layer of paint to stick to another
Bristles	short thick hairs of a paint brush
Brush	tool used by the painter to paint any surface
Chemicals	substances suitable for painting work, e.g. paint stripper, bleach, cleaning solutions, etc.
Combustible	Combustible materials are materials that can burn or catch fire
Coarse	word to describe part of surface which can be rough, bristly, abrasive

Drop-sheet	sheet used for covering the floor, furniture, or anything you want to protect when painting
File	cutting tool used to remove/smooth rough and sharp edges from metal
Flat sheen	Term used to describe paint – meaning softly shining surface or appearance
Gloss Paints	paint giving shiny finish: a paint that produces a smooth, shiny, hard-wearing surface
Grit	measure used for coarseness of sandpaper
Hardwood	A type of wood that has a fine /tight grain texture with a clear grain pattern usually running the length of the timber.
Kerosene (Kero)	also known as lamp oil; a combustible liquid widely used as a fuel in industry and households, but used in painting mainly to clean brushes.
Low sheen	Term used to describe paint – meaning dull surface or appearance
Mineral Turpentine (Turps)	used to thin oil based paint, and to clean brushes used with oil base paints.
Non-absorbent surface	surfaces that are not able to take in and hold paint, for example, some plastics
Oil based	paint that dries quite slowly with little change in colour so corrections are easy to make
Opacity	ability of a paint film when applied at a given thickness to hide previous coat from view
Paint Brush	tool used to apply paint on surfaces
Particle board	board made from sawdust, shavings, and other wood waste generated by manufacturers
Porous	term to describe surfaces that have tiny holes in them. These holes allow water, oils, and other substances to penetrate the surface
Primer	the first coat applied to a surface. It is the foundation of the painting and helps to protect the surface
Putty	a type of cement used for filling small holes and cracks in wood and walls
Putty knife	a tool used to apply putty
Sealer	a special purpose coating that can be broadly divided into three types; Acrylic based, Oil Based and Spirit Based

Semi-gloss	a finishing coat that gives a quality appearance
Softwood	wood with an open grained texture with patterns that stand out when coated
Spirit	acts as a barrier to range of stains, inks, dyes etc. from staining through the top coat
Stopping	applying thick creamy putty filler on open grain or fine cracks in timber,
Thinner	liquid, like turpentine, used to thin paint or varnish to the desired consistency
Turps	or turpentine; a liquid used to clean paint brushes
Undercoat	Undercoats are applied after primer or sealer and before finishing coats.

Introduction to Basic Painting Skills



This course is designed to help you learn basic skills in painting. Painting can help preserve materials and make objects and buildings around us more appealing inside and out. Painting and decorating are valuable trade skills and people with these skills are always in demand. It can be a rewarding career.

What you will learn

At the end of the course you will be able to:

- identify relevant painting materials
- demonstrate safe use of these materials
- demonstrate basic painting skills



What is painting?

Painting is the process of coating a surface with chemicals known as 'paint'. People have been using paint to improve their environment throughout history. People painted the inside of caves as long ago as 38,000 years BC!



Why paint things?

Painting protects surfaces from damage, and helps them last longer. It adds colour and makes our environment look nicer.

Can you think of any building or item that needs painting?

Topic 1: Painting Tools and Safety



Learning Objectives

At the end of this topic you should be able to:

- identify common painting materials
- explain the use of common painting materials
- identify the safety features for each item

Basic tools and materials for painting

A tool is any device for doing work that makes the work easier. Think about the tools that you know painters might use and write them down here.

Common tools used by painters include:

- Paint brush, rollers
- Square
- Steel wool, scourers, sandpaper
- Dusting Brush
- Tray
- Mineral turpentine ('turps'), kerosene, water
- Buckets

Tools and their Uses

Brush - is a tool use for coating smaller areas, corners, and narrow spaces.



Hammer- for punching and pushing nails before painting a surface



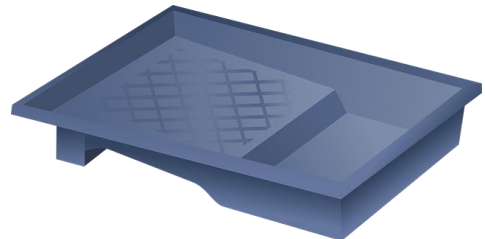
Paint Roller - is a tool for painting larger areas/ spaces. Can be also be used for texture painting.



Dusting Brush - is a tool used for removing dust and dirt before painting



Tray - for dipping the roller brush before applying paint.

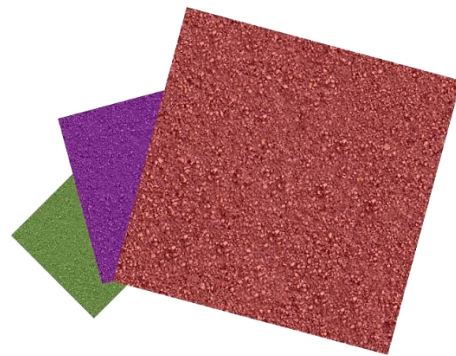


Putty Knife - for applying fillers to small holes before painting



Abrasive Tools and Their Uses

Sandpaper - for smoothing surfaces. The process of smoothing a surface with sandpaper is called sanding. There are many different types of sandpaper.



Sanding blocks – used with sandpaper to smooth surfaces. (Sandpaper is wrapped around a sanding block to give you greater purchase and control of the sandpaper.)



Wire Brush – for removing rust on metal surfaces.



Scraper - is a tool used for scraping old paint off before re-painting



Steel wool/scourers – used for scraping rust and old paint off metal surfaces.



Putty Knife - for applying fillers to small holes before painting



Other Materials and their Uses

When you are painting walls and ceilings it is important that you do not drop or spill paint on nearby surfaces. A **DROP SHEET** is used for covering the floor and furniture during painting:



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(<https://www.flickr.com/photos/akma/13449914613/>)

Mineral TURPENTINE/KEROSENE, thinner and water – these are all materials used for cleaning/ washing paint brushes after painting. Mineral turpentine (sometimes just called ‘turps’) can also be used to make paint thinner.

As a **cleaning product** Turpentine or Kerosene can be used for cleaning brushes after using oil-based paints, varnish, polyurethane, and stains.

As a **thinner** it is used with spirit-based paints



Painting Safely

Using Protective Equipment

Below is the basic protective gear you need to do a painting job safely:



Gloves - to protect your hands



Safety glasses or goggles - to protect your eyes



Dust-mask for sanding- to protect your nose and mouth (breathing)



Sensible **shoes or boots** with a good grip - to protect your feet.

Occupational Health and Safety (OHS)

When you are preparing and applying surface coatings it is strongly recommended you make others aware of what you're doing so that they are informed as to any risk that may be present. You can do this by setting up a fence or barrier, or by using signs.

You might use this type of fence or barrier:



Some other signs you might use are:



Work Health and Safety Checklist

Before painting

- Wear dust masks when sanding
- Wear eye protection at all times
- Never sand materials containing lead (can cause cancer)
- Never grind in an area where painting is in progress (spark hazard)
- Be sure to read and obey the labels on each type of paint

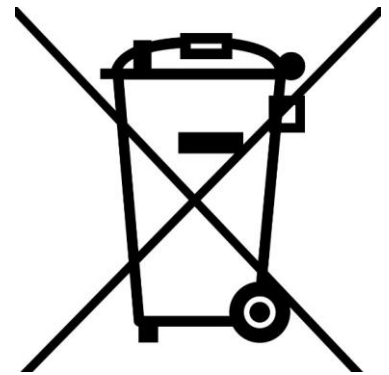
Clean-up

- ❑ Wash all paint brushes with Mineral turpentine /kerosene /water /thinner
- ❑ Store paint and all liquids in their original containers. If, for some reason, this is not possible, be sure the new container is clearly labelled
- ❑ Keep all liquids away from sources of heat, sparks, and fires.
- ❑ Wash your hands after you have finished cleaning up

Paint Disposal and Recycling

Paint contains chemicals such as solvents and metals that can contaminate groundwater and endanger human health. It is important to not put these items into your rubbish bin. By recycling your paint you can play an important role in protecting our environment.

Ideally any unused paint or other chemicals like turpentine, kerosene and paint thinners could be taken to a recycling depot where it will be disposed of correctly.



Some things you can do to make sure paint and other chemicals do not cause harm to people or the environment are:

- Buy only the amount of paint you need.
- Use up left over paint, or give it to a friend to use.
- Read the labels for safety instructions.
- Never mix paint with any other liquid or solid substance, other than as directed on the label.
- Never put liquid paint in a rubbish bin and never pour it down the drain.
- Store leftover paint in the original container with the label intact.
- Store paint away from extreme temperatures.
- Keep paint away from children and pets.

Topic 1 Review Questions

1. Name the tool, material, or chemical in the pictures below:



2. Why is it important that you NEVER put paint and other chemicals in the rubbish bin?

Topic 1 Activity

This activity is best done in small groups in discussion with your teacher.

After painting, you need to do a clean-up. How would you clean up:

- a) the work area?
- b) How do you store tools?
- c) How do you store chemicals like Mineral Turpentine or Kerosene?

Story of a Tuvaluan Painter - Mr Petisone L O'Brien



Mr O'Brien has been a carpenter and painter for over 40 years in Tuvalu. He runs his own business as a carpenter and painter and this is how he earns his living. Mr O'Brien says that because Tuvalu is exposed to the sea breeze it is important to use paint to protect buildings and furniture. He recommends oil-based paint for this purpose. He says painting and staining is one of the most important job for traders, not only for decorating but to protect every kind of surface such as wood, timber, concrete, iron etc.

As a professional painter, Mr O'Brien is very aware of health and safety and he says he must carefully read the instructions on the paint tin to make sure he is using it for the right purpose and using it properly. He also stresses the importance of preparing the surface of the wood before you paint. This is how to get a good finish to your painting.

Mr O'Brien says that people in Tuvalu are beginning to understand how important it is to protect things by painting and staining and now this is an area where people can earn a living.

If you are thinking of earning your living as a painter then it is a good idea to meet someone like Mr O'Brien who can tell you more about this work.

Topic 2: Surface Preparation



Learning Objectives

At the end of this topic you will be able to

- identify the tools commonly used to prepare surfaces for painting
- demonstrate how to prepare surfaces before applying paint.

Surface Preparation

Why do you need to prepare surfaces before painting them?

We need to prepare surfaces before painting to fill or repair defects and indentations so that they are not seen when you have finished the job. Painting is the last job that you do on any project. In the normal practice surface preparation should come first, and painting comes second.

Before painting any surface the surface needs to be **dry, clean from dust, and smooth**. If you properly prepare a surface for painting the paint will last longer. How long the paint lasts depends on how well you prepare your surface.

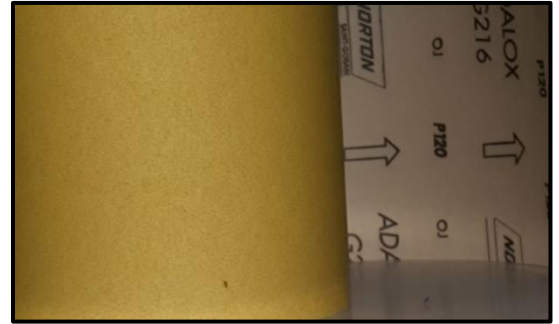
There are different varieties of surface. Some have never been painted like brand new concrete, timber, wood, particle board, etc.

Some surfaces have been painted before, and need to be prepared for the new paint. In the long run good paint preparation techniques add years to an exterior paint job—including cleaning, scraping, filling, caulking and priming. You save time and money.

Abrasion

As we have seen above, abrasive tools include files, scrapers, and sand paper.

They are used to produce smooth surfaces before the first coat of paint is applied.



Sandpaper

Sand paper is available in several different types. Some sandpaper can feel quite smooth; other types of sandpaper can feel quite rough. This degree of roughness in sandpaper is measured in *grits*. The more grits the smoother the sand paper eg. 60 grits has rough grits compared to 120 grits sand paper.

You use sand paper with 60 to 120 grits to different kinds of wood. Hardwood requires 60 grits sand paper, while 120 grits is good for softwoods.

Dirt and Dust

As part of surface preparation you must first wipe off all dust, and then check for uneven surfaces. Uneven surfaces of any size require stopping and filling.

Stopping and Filling

Stopping and filling are repairing processes applied to any damage found on surfaces:

1. **Stopping:** With bigger gaps and cracks in timber, first apply stopping then thick putty filler.

2. **Filling:** With open grain or fine cracks in timber, apply by filling gaps with thick creamy putty filler.



Topic 2 Review Questions

(You can do these questions alone or with others in the class.)

1. Why prepare surfaces before painting them?
2. Name two processes that prepare surfaces for painting.
3. Which grit number determines smooth sand paper?
4. Which sandpaper is smoother – 60 grits or 120 grits?
5. How can you fill surfaces with bigger gaps and cracks?

Practical Work

Before we move on to the next section about applying paint, we are going to practice preparing surfaces for painting. You are going to practice surface preparation on a piece of furniture or other object that you bring from home.

Bring any furniture or other object from home that requires painting. Firstly, you are going to prepare the surface and get the furniture ready for painting. You will need to clean it, sand or scrape it, and then fill in any cracks or holes.

You might like to work in pairs. Ask your teacher for assistance if you're not sure what to do.

Topic 3: Applying Paint



Learning Objectives

At the end of this topic students should be able to

- Identify the four stages or layers of applying paint to surfaces
- demonstrate the 4 stages or layers of how to apply paint after surface preparation.

Painting Process

Good painting involves more than applying just one coat paint. Good painting involves applying a number of coats of paint to a surface. Each coat has a specific purpose, and they are applied in the following order:

1. (first) Primer/sealer
2. (second) Undercoats
3. (third) Finishing Coats

First coat: Primer or Sealer

Primer

Primer is the first coat of paint applied on the surface.



Primer helps protect and maintain the surface in its original condition.

The function of primer includes:

- Changing **absorbent** surfaces to non-absorbent
- Providing strong adhesion between a number of coatings
- Protecting metals against rust and corrosion.

Sealer

A special purpose coating available in three types:

1. Acrylic based sealers
2. Spirit based sealers
3. Oil based sealers



1. Acrylic based sealer

Functions are to:

- Enable same day re-coating
- Apply on masonry, set plaster, and paper-faced plasterboard
- Become the foundation for other coats of paint applied later.

2. Spirit based sealer

Function is to:

- Prevent surfaces from being stained by smoke, tar, or fat.

3. Oil based sealer

Functions are to:

- Enter and bind loose powdery surfaces
- Seal highly porous surfaces eg. Hardwood – flush panel door (Porous surfaces are surfaces that have small holes that allow liquids like paint to seep under the surface.)
- Form a barrier over chemically active surfaces such as new concrete, cement render, or set plaster.

Second coat: Undercoat

Undercoats are applied after the primer or sealer. They are also applied over previously painted surfaces (after correct surface preparation) before the finishing coat.

Functions of undercoat are to:

- Provide opacity
- Provide good sanding properties (oil based)
- Provide a bond between the finishing coat and the primer/sealer



Final or Finishing coats

Final coats provide colour, gloss level and quality of appearance.

They are available in four main levels of gloss finish: Gloss, Semi-gloss, Low sheen, and Flat.

Functions of *finishing coats* are to:

- Protect surface from weather effects, chemical attack, abrasion
- Decorate surface using colour
- Provide colour to identify and label surfaces eg. red or green for safety signs, pipeline colours, blue for site safety signs etc.
- Enable surfaces to be cleaned.



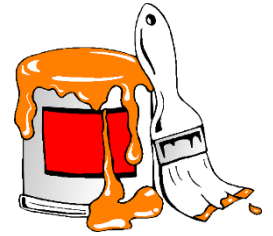
Finishing coats



Applying Paint

There are four (4) steps to follow when applying paint with a **paint brush**:

1. Dip - dip brush in the paint (about 3-5 cm)
2. Tap – tap brush on the side of the can to allow excess paint to drip back into the can
3. Cover – cover surface with paint lightly
4. Layout – apply paint on surface for smooth finishing

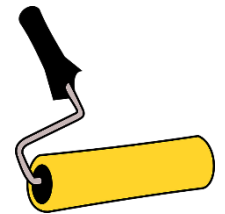


The paint should flow smoothly onto the surface with little effort. When the brush begins to drag, stop and reload the brush with more paint. Use long strokes to apply paint. Avoid dabbing small areas with paint as this leaves marks on the surface you're painting.

When you use long, consistent strokes the brush will leave a slight ridge as you paint but these will disappear as the paint sets.

The four (4) steps when applying paint with a **roller**:

1. Dip – dip roller in the tray of paint
2. Tap – tap roller on the side of the tray
3. Zigzag – apply the roller on the surface in a zigzag
4. Layout – apply paint on surface



Topic 3 Review Questions

1. Name three stages in preparing surfaces for painting.
2. How many painting coats are there altogether?
3. What painting jobs require a sealing coat?
4. Which painting tool requires a zigzag application?

Practical work

For Topic 2 you brought a piece of furniture or other object from home and prepared the surface so it is ready for painting. You are now going to apply coats of paint to improve the furniture or object. The furniture should look better when you take it home!

Ask your trainer how many coats of paint you need to apply to the furniture, and which types of coat. They will make sure you have the right kind of paint to do the job. If you're not sure you have the right paint, make sure you check with your trainer before you start.

FINAL PRACTICAL PROJECT



For our final project we will restore and paint an old boat together.

Your trainer will guide you on how to prepare the external surface. After you have prepared the surface you will apply suitable coats of paint to help restore the boat.

This will be an opportunity for you to show the skills you have learnt on this course:

- How to choose the right tools and look after them
- How to prepare a surface for painting

See the steps below before you start.

How to Paint a Boat

Painting a boat takes a lot of time and effort, from preparing the hull to buying the paint, but anyone can do it with some simple equipment and a few open afternoons.

Preparing the boat

- 1. Clean the boat thoroughly.** You need to get everything off of the surface, from dirt and sand to marine life and seaweed. It is easiest to clean the surface of the boat as it comes out of the water. Use a high-pressure hose, a scrapper, and rags to make the boat very clean.

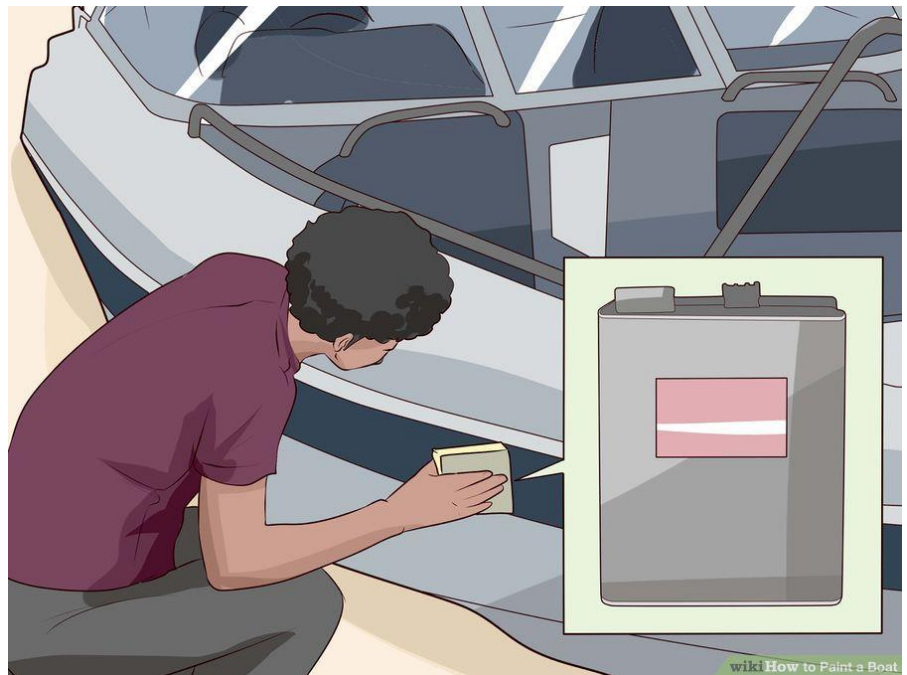


- 2. Remove hardware from the boat.** You want to take off as much as possible, down to any aluminum window siding. This could cause a crease between the hardware and the paint, which will allow water to get into the cracks and ruin the paint.

- Anything you cannot remove you should cover in painter's tape to keep clean and protected.



- 3. Use a solvent to remove the waxy coating from the boat.** If you can feel the greasy, waxy finish on your boat you will need to remove it before painting. Using rough sponges and boat solvents, scrub away the waxy finish.



- a. Generally, running your finger along the surface, top or bottom, will tell you if there is still a coating-- it feels like a candle or a freshly waxed car.
- b. If you are in any doubt about the coating, go over the boat again - paint will not stick to this waxy surface, so it all needs to go.

4. Make any necessary repairs to the boat surface. Fill in any nicks, cracks, or corrosion before you start painting to prevent holes or imperfections in the final paint job.

- c. Make sure you fill in any holes with marine-grade epoxy, found near the marine paint in hardware and boat stores.



5. Sand the boat thoroughly. Using 80-grit sandpaper and a random-orbit or finishing sander, sand the entire surface of the boat. This gives the paint a surface to "grip" to and promotes an even coat of paint. When in doubt, sand away all of the old paint. There are several important considerations to take when sanding:

- a. If the old coat of paint is flaky or damaged you will need to strip it and sand it away entirely.

- b. If the old paint is a different type than the one you plan to apply (non-vinyl vs vinyl paint), then remove it entirely.
- c. Never use a belt sander on your boat
- d. *Warning:* wear a respirator and eye protection when sanding, as paint chips are toxic.



Painting the Boat

1. **Paint on a dry, cool day for the best results.** You do not want excessive heat, humidity, or wind to ruin your paint job. When possible, paint your boat on a day that's roughly 60-80 degrees Fahrenheit with roughly 60% humidity.
 - When available, paint your boat in a covered area.
2. **Choose the right paint for your boat.** There are a lot of different paints on the market for boats -- from gel coats and simple enamels to complex two-step paint mixes. If you are painting your own boat, the best value is definitely **one-step polyurethane paint**.

- Two step polyurethane paint, while longer lasting, takes precise mixing and application techniques to use.
- Most gel coats, excepting expensive, high-end options, will fade in 1-2 years.

3. **Apply 1-2 full coats of primer.** Make sure that your primer is compatible with your paint by reading the labels on both cans. Primer helps paint bond with your boat and prevents cracking and bubbling.

- After the first coat has dried, lightly sand the boat (300-grit sandpaper) and apply another coat.



4. **Paint the boat using a roller and brush.** You want to work quickly, using the roller to paint from the bottom of the boat up. Perform the bulk of the work with a paint roller and use the brush to get smaller areas afterwards.



5. **Lightly sand the paint after it has dried.** This may take anywhere from an hour to a day. Using 300-grit sandpaper, lightly sand the paint. This removes any spots, issues, or bubbling paint.



6. **Apply 2-3 more coats of paint.** Sand the boat lightly after every coat has dried. While this takes time, applying 2-3 clean layers of paint ensures your boat won't fade or crack for years to come.



Now your boat should be beautifully painted – and you have learned a new skill!

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<https://www.wikihow.com/Paint-a-Boat>

Basic Painting Skills Competency Checklist

To be completed by the teacher

.....

has completed the course “**Basic Painting Skills**”.

I have worked with them through the course and I have seen them complete the exercises and activities I have marked on this checklist.

Name of Trainer:

Signed:

Topic 1 - Materials, Uses and Safety

Student is able to identify common painting materials and their uses.

- **Basic Tools and their uses**

- Hammer
- Paint Brush
- Paint Roller
- Dusting Brush
- Tray
- Putty Knife

- **Abrasive tools and their uses**

- Sand paper
- Wire brush
- Scraper
- Steel wool
- Sanding block

- **Other Materials and their Uses**

- Drop Sheet
- Mineral Turpentine
- Thinner

- **Basic Safety Gear and their Uses**

- Gloves
- Goggles
- Dust mask
- Safety shoes



Student can identify Basic Safety Rules; Occupational Health and Safety (OHS)

- Safety before painting
- Safety when cleaning up



Topic 2: Surface Preparation

Student is able to demonstrate:

- Surface preparation
- The process of Abrasion/Sanding
- Stopping and filling



Topic 3: Applying Paint

Student is able to;

- Identify the four layers or coats
- Explain what each coat or layer is for
- Apply coats of paint correctly

