

Task Title: Draw a Floor Plan to Figure out Where to Place Furniture or Equipment

# OALCF Cover Sheet – Practitioner Copy

**Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Started: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Goal Path:** | Employment | Apprenticeship |
| Secondary School | Post Secondary | Independence |

**Successful Completion:**  Yes No

**Task Description:** Draw a floor plan to figure out where to place office furniture.

**Main Competency/Task Group/Level Indicator:**

* Communicate Ideas and Information/Complete and create documents/B3.2a
* Understand and Use Numbers/Use measures/C3.2

**Materials Required:**

* Pen/pencil and paper and/or digital device
* Graph Paper

# Learner Information

When moving offices, staff need to plan the layout for each new office space to see if the furniture will fit properly.

Review the “**New Office Measurements and Furniture**” information.

**New Office Measurements and Furniture**

The new office measures 12’ L x 12’ W.

The furniture to be used includes the following items:

* 1 Executive desk (72” L x 36” W)
* 1 Computer desks (48” L x 36” W)
* 2 File cabinets (24” D x 18” W)

# Work Sheet

**Task 1:** Using the measurements of the office furniture, create a floor plan for the new office on graph paper.

Answer: No written response required here.

Task completed: Yes: No:

# Answers

A sample answer is here. Ensure that the learner has properly converted furniture sizes to match the room dimensions.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Executive Desk |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  | Computer Desk |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | Filing Cab. |  |  |  | Filing Cab. |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

# Performance Descriptors

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| B3.2a | uses layout to determine where to make entries |  |  |  |
|  | begins to make some inferences to decide what information is needed, where and how to enter the information |  |  |  |
|  | follows instructions on documents |  |  |  |
| C3.2 | understands and uses ratio and proportion |  |  |  |
|  | converts units of measurement within the same system and between systems |  |  |  |
|  | chooses and performs required operation(s); may make inferences to identify required operation(s) |  |  |  |
|  | selects appropriate steps to solutions |  |  |  |
|  | interprets, represents and converts measures using whole numbers, decimals, percentages, ratios and simple, common fractions (e.g. ½, ¼) |  |  |  |

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print): Learner (print):

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Skill Building Activities

**Links to Online Resources:**

Khan Academy – Interpreting a Scale Drawing: <https://www.khanacademy.org/math/cc-seventh-grade-math/x6b17ba59:scale-drawings/cc-7th-scale-drawings/v/scale-drawings-example>

EHow – How to Draw a Room to Scale: <https://www.hunker.com/12000799/how-to-draw-a-room-to-scale/>

LearningHUB Math Courses including Geometry 1 and 2:<https://www.learninghub.ca/apps/pages/index.jsp?uREC_ID=1118749&type=d&pREC_ID=1380783>

LearningHUB Course Catalogue: <https://www.learninghub.ca/apps/pages/coursecatalogue>