



NALFA INSTALLER CERTIFICATION SCHOOL CURRICULUM

- 1) Welcome and signing of Release Forms**
- 2) Presentation of Trainer and Participants**
- 3) Agenda**
- 4) Safety**
- 5) The Curriculum; Pass-Fail Criteria**
- 6) Laminate product knowledge (ppt presentation)**
 - What is a Laminate Floor (Use visual aids: chips/wood fibre/aluminium oxide/photo/melamine sheet/HDF board/backing)
 - Definition of HPL and DPL
 - Abrasion Class and Wear Class (show chart and photo of Taber test machine)
 - Indentation Resistance
 - Job Site Evaluation : exterior, interior, and acceptability of installation
 - Floor Preparation :
 - addressing all issues that can lead to a claim
 - use NALFA's Installation Instructions as the template
 - wood subfloors
 - concrete subfloors
 - moisture meters
 - acclimation; 60 – 85 Fahrenheit; 35% - 65% R.H.;; Dew Point
 - Before you begin the job :
 - safety briefing; tools: “dos and don'ts” (instructor to re-address safety issues, emergency procedures, insurance
 - detailed description of training areas and
 - tasks to be completed by trainees

- Installation

1. Read Installation Instructions included in the packages
2. Measure and Balance the room
3. Determine direction of the installation, based on :
 - a. The shape of the room
 - b. The direction of the incoming light
 - c. The longest wall
 - d. The direction of the floor joists
 - e. Customer's decision
4. Address subfloor issues
5. Address installation in special areas :
 - Kitchens
 - Laundry rooms
 - Bathrooms
 - Stairs
 - Heated subfloors
6. Correcting errors :
 - the importance of the expansion space and end-joint stagger
 - touch-up kits

7) Hands-on training

- Measurement of the room
- Estimation of flooring material needed
- Estimation of transitions needed
- Installation
- Evaluation of the installations

8) Board replacement

- Board replacement of the feature floor by the Trainer
- Board replacement exercise by the Trainees

9) 45 minute product-specific presentations (all manufactures)

- Use of time to be decided by manufacturer
- Presentation to be done by manufacturers' representative or by Trainer

10) Final Pass-Fail evaluation

- 11) **Distribution of Manufacturers' promotional items** (tools, installation kits, promo wear, etc).