



Higher National Graded Unit Specification

General Information for Centres

This Graded Unit has been validated as part of the HNC Golf Course Management. Centres are required to develop the assessment instrument in accordance with this validated specification. Centres wishing to use another type of Graded Unit or assessment instrument are required to submit proposals detailing the justification for change for validation.

Graded Unit title: Golf Course Management: Graded Unit 1

Graded Unit code: F0VW 34

Type of Graded Unit: Project

Assessment Instrument: Practical Assignment

Credit points and level: 1 HN credit at SCQF level 7: (8 SCQF credit points at SCQF level 7*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Purpose: This Graded Unit is designed to provide evidence that the candidate has achieved the following principal aims of the HNC Golf Course Management:

- ◆ to develop and apply professional skills and practices for the planning, care and maintenance of golf courses
- ◆ to develop knowledge and understanding of the principles of effective golf course management

Recommended prior knowledge and skills: It is recommended that the candidate should have completed or be in the process of completing the following Units relating to the above specific aims prior to undertaking this Graded Unit:

- ◆ *Turf Grass Ecology: An Introduction*
- ◆ *Design and Construction of Golf Course Features*
- ◆ *Managing Turf Areas on the Golf Course*
- ◆ *Sportsturf Drainage Systems*
- ◆ *Soil Science for Turf Managers*
- ◆ *Golf Course Budgets*
- ◆ *Selection and Management of Machinery for Land Based Industries*
- ◆ *Employment and Health and Safety Legislation for the Land Based Industries*

General information for centres (cont)

Core Skills: There are opportunities to develop the Core Skills *Problem Solving; Working with Others, Communication, Numeracy* and *IT* at Higher level in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

Assessment: This Graded Unit will be assessed by the use of Practical Assignment. The developed Practical Assignment should provide the candidate with the opportunity to produce evidence that demonstrates she/he has met the aims of the Graded Unit that it covers.

Administrative Information

Graded Unit Code: F0VW 34

Graded Unit Title: Golf Course Management: Graded Unit 1

Original date of publication: August 2006

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History of Changes:

Version	Description of change	Date

Source: SQA

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Higher National Graded Unit Specification: Instructions for designing the assessment task and assessing candidates

Graded Unit title: Golf Course Management: Graded Unit 1

Conditions of assessment

The candidate should be given a date for completion of the Practical Assignment. However, the instructions for the assessment task should be distributed to allow the candidate sufficient time to assimilate the details and carry out the assessment task. During the time between the distribution of the assessment task instructions and the completion date, assessors may answer questions, provide clarification, guidance and reasonable assistance. The assessment task should be marked as soon as possible after the completion date. The final grading given should reflect the quality of the candidate's evidence at the time of the completion date.

The evidence for the project is generated over time and involves three distinct stages, where each stage has to be achieved before the next is undertaken. Thus any reassessment of stages must be undertaken before proceeding to the next stage.

If a candidate fails the project overall or wishes to upgrade, then this must be done using a *substantially different* project, ie all stages are undertaken using a new project, assignment, case study, etc. In this case, a candidate's grade will be based on the achievement in the re-assessment, if this results in a higher grade.

Instructions for designing the assessment task

The assessment task is a project. The project undertaken by the candidate must be a complex task which involves:

- ◆ variables which are complex or unfamiliar
- ◆ relationships which need to be clarified
- ◆ a context which may be familiar or unfamiliar to the candidate

The assessment task must require the candidate to:

- ◆ analyse the task and decide on a course of action for undertaking the project
- ◆ plan and organise work and carry it through to completion
- ◆ reflect on what has been done and draw conclusions for the future
- ◆ produce evidence of meeting the aims which this Graded Unit has been designed to cover

The candidate should work as part of a team to plan, design, create and maintain a unique golf course feature.

Guidance on grading candidates

Candidates who meet the minimum Evidence Requirements will have their achievement graded as C — competent, or A — highly competent or B somewhere between A and C. The grade related criteria to be used to judge candidate performance for this Graded Unit is specified in the following table.

Higher National Graded Unit specification: Instructions for designing the assessment task and assessing candidates (cont)

Grade A	Grade C
<p>Is a seamless, coherent piece of work which:</p> <ul style="list-style-type: none"> ◆ has sufficient evidence for the three essential phases of the project, is produced to a high standard, and is quite clearly inter-related ◆ demonstrates an accurate and insightful interpretation of the project brief ◆ is highly focused and relevant to the tasks associated with the project brief ◆ is clear and well structured throughout and language used is of a high standard in terms of level, accuracy and technical content ◆ effectively consolidates and integrates required knowledge and skills 	<p>Is a co-ordinated piece of work which:</p> <ul style="list-style-type: none"> ◆ has sufficient evidence of the three essential phases of the project, is produced to an adequate standard ◆ demonstrates an acceptable interpretation of the project brief ◆ is satisfactorily structured and language used is adequate in terms of level, accuracy and technical content ◆ consolidates and integrates knowledge and skills but this may lack some continuity and consistency

The project will be marked out of 100. Assessors will mark each stage of the project, taking into account the criteria outlined. The marks will then be aggregated to arrive at an overall mark for the project. Assessors will then assign an overall grade to the candidate for this Graded Unit based on the following grade boundaries.

A = 70% — 100%
 B = 60% — 69%
 C = 50% — 59%

Note: the candidate must achieve all of the minimum evidence specified below for each stage of the project in order to achieve the Graded Unit.

Evidence Requirements

The project consists of three stages: planning; developing; and evaluating. The following table specifies the minimum evidence required to pass each stage.

Higher National Graded Unit specification: Instructions for designing the assessment task and assessing candidates (cont)

Note: The candidate must achieve **all of the minimum evidence** specified below for each stage of the project in order to pass the Graded Unit.

Project Stage	Minimum Evidence Requirements
Stage 1 — Planning 30% of total mark	<p>Candidates must produce:</p> <ul style="list-style-type: none"> ◆ an initial survey of the area to be developed ◆ an appropriate plan for the preparation of the area to be developed ◆ a plan for the golf course feature to be created — ie a detailed plan of all the features incorporated into the project — a single golf hole or the various individual component parts of a golf hole ◆ plan for the maintenance of the area after implementation <p>This should include:</p> <p>Evidence of analysing what is involved in the project ie identification of the factors influencing the project and how they relate to one another.</p> <p>Evidence of developing an effective plan to deal with the design project ie selecting a suitable approach: site; material resources; budgetary constraints; labour requirements; timeliness of operations; creation and establishment of the given project.</p> <p>Evidence of the candidate selecting appropriate grass species for the area to be created and the application to which the turf grass area is to be put (ie greens, tees, fairways, roughs etc).</p> <p>Justification for selecting this approach eg resources and time available, comparison with other possible approaches.</p> <p>Identification of the resources required to carry out the project eg sources of information, procedures to be followed, people, equipment and other physical resources; resources should be wide ranging and some should be unfamiliar to the candidate.</p> <p>Evidence of negotiation and agreement on task responsibilities within the team, taking account of own and other strengths.</p> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Planning stage.</i></p>

Higher National Graded Unit specification: Instructions for designing the assessment task and assessing candidates (cont)

Project Stage	Minimum Evidence Requirements
Stage 2 — Developing 50% of total mark	<p>The candidate must produce evidence of their active participation in the management of the process to create a golf course feature.</p> <p>The candidate must manage the development stage of the project including:</p> <ul style="list-style-type: none"> ◆ ensuring the requirements of the plan are met ◆ managing material resources, plant and equipment and labour <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Developing stage.</i></p>
Stage 3 — Evaluating 20% of total mark	<p>The candidate must produce evidence to demonstrate their evaluation of the effectiveness of the approach/strategy taken. This should include:</p> <ul style="list-style-type: none"> ◆ identification of the criteria on which to base the evaluation ◆ identification and gathering of appropriate evidence eg use of qualitative/quantitative methods, comparisons with other systems/products, impact studies, product testing or market research ◆ reference to any modifications to the approach during the course of the activity or to alternative approaches considered ◆ conclusions as to how the process of carrying out the project could be improved, with evidence to support the conclusions drawn ◆ recommendations for the future which are relevant to the problem and justify the recommendations ◆ evaluation of strengths and weaknesses of own contribution ◆ justification of this evaluation by referring to information gathered <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Evaluating stage.</i></p>

Higher National Graded Unit specification: Instructions for designing the assessment task and assessing candidates (cont)

Support notes

The candidate will be required to work as part of a team to design, plan for, create and maintain a unique golf course feature such as a single golf hole on a course. The candidate will have to produce evidence of their individual contribution to the project at all stages.

The candidate must meet the minimum Evidence Requirements for all three stages as specified in the mandatory section of the Graded Unit Specification.

Planning Stage:

The candidate should produce an individual submission, to the standard required by a Golf Committee, which contains the following:

- ◆ an initial site survey of the area to be developed
- ◆ an appropriate plan for the preparation of the area to be developed, including all resource requirements and costings
- ◆ a detailed plan for all the features incorporated into the project
- ◆ a plan for the maintenance of the area after implementation

Developing Stage:

The candidate will work as part of a team to:

- ◆ agree which option to pursue from planning stage
- ◆ review requirements
- ◆ contribute to implementation of plan

The candidate will be required to demonstrate their individual contribution throughout the developing stage. This could be evidenced by a individual diary or log-book which would detail the role of each person involved, progress on site and labour and plant and materials used.

Evaluating Stage:

The candidate should produce an individual submission of an evaluation of the task undertaken, to the standard required of a Golf Committee. The evaluation must include an analysis of the effectiveness of the planning and developing stage and of the final Outcome of the activity.

Notes/Diagrams should be presented throughout each stage of the practical project to demonstrate the candidates individual contribution to the project and to demonstrate their understanding and integration of knowledge and skills developed within the HNC award.

An Exemplar Assessment will be produced for this Graded Unit and will be available to centres.

Higher National Graded Unit specification: Instructions for designing the assessment task and assessing candidates (cont)

Candidates with disabilities and/or additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments or considering special alternative assessment arrangements. For information on these, please refer to the SQA document *Guidance on Alternative Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs*, which is available on SQA's website: www.sqa.org.uk.

General Information for Candidates

This Graded Unit has been designed to allow you to demonstrate you have achieved the principal aims of the HNC Golf Course Management. You demonstrate your ability to integrate the knowledge and skills developed within the Mandatory Units of the HNC.

The Graded Unit will be assessed by the means of a project based practical assignment.

The project will involve you, working individually and in a team, designing or redesigning, planning, creating and maintaining a unique golf course feature (for example a single golf hole on a course).

The project will consist of three major stages:

- 1 Planning.
- 2 Developing.
- 3 Evaluating.