

LANTRA

Core Skills Signposting for:

SVQ 4

**Aquaculture Management
at SCQF Level 9**

October 2015

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Introduction

To compliment the environmental and land-based sector's suite of National Occupational Standards, the following guidance on how the units can be used by candidates to demonstrate their competence against core skills has been developed.

In analysing both the performance criteria and knowledge and understanding requirements that are needed by candidates to achieve the specific units, perceived opportunities for the development of core skill competencies have been identified. This is particularly relevant to those working towards the SVQ units.

This process of signposting has been based on the concept of a 'standard' or 'typical' portfolio, because of this it is not possible to say that this signposting will provide an exact match for all candidates. Candidates would not be expected to achieve the sign-posted core skill through the identified opportunities alone.

The process employed to complete this document involved looking at each of the units to identify a base line of evidence requirements, in both terms of performance and product evidence. With this base line established, each of the core skills were then matched against these evidence requirements to identify potential coverage and level.

From the process of analysis it has been possible to identify a range of potential coverage of the core skills. This analysis also identifies the levels at which the core skills can be achieved. The achievable level is perceived as being dependent upon the level of the candidate's responsibility and the complexity of the evidence provided.

Where a unit is common across more than one level of the actual SVQ, opportunities have been identified up to the highest perceived level.

The findings are summarised in a matrix format for each of the units, identifying which core skill applies and at which level.

Communication	
Reading and Understanding	
SCQF Level 4	Read, understand and evaluate a straightforward document related to your work.
SCQF Level 5	Read, understand and evaluate a document related to your work which either presents and analyses factual content, or presents a sustained point of view or central argument.
SCQF Level 6	Read, understand and evaluate a complex document related to your work which either: contains a set of facts and an analysis of them, or a sustained argument. It will be a substantial and detailed text with complex sentences, specialist words, and concepts that may be unfamiliar to you. It is likely to have more than one purpose.
Writing	
SCQF Level 4	Produce a document, or related documents, totalling 300 words or more, which conveys several items of information, opinions or ideas.
SCQF Level 5	Produce a document, or related documents, totalling 500 words or more, which conveys several items of information, opinions, ideas or aspects of a subject.
SCQF Level 6	Produce a well-structured document, or a collection of related documents, totalling 700 words or more, which conveys several items of complex information, opinions or ideas.
Speaking and Listening	
SCQF Level 4	Take part in a straightforward discussion with at least one other person, or give a short presentation to one or more people, lasting a minimum of three minutes including time for questions.
SCQF Level 5	Make a substantial contribution to a discussion with at least one other person, or make a presentation to others lasting a minimum of four minutes including time for questions.
SCQF Level 6	Make a substantial contribution to a discussion on a complex topic with at least one other person, or make a presentation to others on a complex topic lasting a minimum of five minutes, including time for questions.

Numeracy	
Using Number	
SCQF Level 4	Carry out a variety of straightforward number tasks related to your work which involve calculations requiring a minimum of two steps.
SCQF Level 5	Apply a wide range of numerical skills to solve work related problems.
SCQF Level 6	Apply a wide range of numerical and statistical skills to solve complex work related problems.
Measuring	
SCQF Level 4	Read and use a straightforward scale either on an instrument such as a ruler or on a graph.
SCQF Level 5	Not required at this level
SCQF Level 6	Not required at this level
Use the graphical format to find out information	
SCQF Level 4	Extract and interpret information from at least one of the following: a table, chart, graph, diagram.
SCQF Level 5	Interpret information from a series of straightforward related graphical forms such as tables, graphs, charts or diagrams.
SCQF Level 6	Extract, analyse and interpret information from complex graphical forms such as qualitative graphs, or graphs where part of the axis has been omitted, histograms, graphs showing relationships or complex variables, graphs requiring interpolation and extrapolation.
Use graphical format to communicate information	
SCQF Level 4	Select an appropriate graphical form and use it to communicate information through at least one of the following: table; chart; graph; diagram.
SCQF Level 5	Select an appropriate graphical form and use it to communicate information through at least one of the following: table, chart, graph, diagram.
SCQF Level 6	Select an appropriate graphical form and use it to communicate information such as a table, line graph, bar chart, pie chart, histogram, diagram, qualitative form.

Information and Communication Technology	
Performing ICT Operations	
SCQF Level 4	Carry out ICT activities related to your work which involve straightforward operations
SCQF Level 5	Carry out ICT activities related to your work including using hardware responsibly and presenting information in an appropriate mode.
SCQF Level 6	Carry out a range ICT activities related to your work including resolving common hardware and software problems and presenting information in an appropriate mode.
Processing Information	
SCQF Level 4	Carry out a range of straightforward ICT activities related to your work which involve application software.
SCQF Level 5	Carry out a range of non-routine ICT activities related to your work which involve application software.
SCQF Level 6	Carry out a range of complex ICT activities related to your work which involve application software, selecting and launching application software, entering, processing and output of data.
Accessing Information	
SCQF Level 4	Use ICT to locate information relevant to your work, locating information in different formats from a range of local or remote data sources, using appropriate search techniques, and selecting relevant information which matches criteria..
SCQF Level 5	Use ICT to locate information relevant to your work locating information in different formats from a range of local or remote data sources, applying a search strategy, evaluating information found against given criteria and evaluating search strategy.
SCQF Level 6	Use ICT to locate information relevant to your work, locating information in different formats from a range of local or remote data sources, applying a complex search strategy, evaluating information found against chosen criteria and evaluating search strategy.
Keeping information safe	
SCQF Level 4	Demonstrate safe practice in using ICT to handle information by recognising security risks and acting accordingly.
SCQF Level 5	Demonstrate safe practice in using ICT to handle information by keeping data secure.
SCQF Level 6	Demonstrate safe practice in using ICT to handle information by keeping data secure, using passwords, using virus protection software, backing up data and maintain a personal file area.

Problem Solving

Critical Thinking

SCQF Level 4	Investigate reasons why a straightforward problem related to your work has arisen. The problem will occur in a familiar situation. A number of steps will need to be taken to deal with the problem.
SCQF Level 5	Investigate and analyse why a non-routine problem in your workplace has arisen. The problem is likely to involve either a situation which is unfamiliar to you, or a familiar situation where you need to clarify the relationships between the contributing factors.
SCQF Level 6	Investigate and analyse a complex problem related to your work. The problem is likely to involve a situation which is unfamiliar to you and the analysis of complex or unfamiliar variables.

Planning And Organising

SCQF Level 4	Plan, organise and carry out a straightforward activity to deal with the problem, working out an action plan, choosing and obtaining the resources you will need and carrying out your action plan.
SCQF Level 5	Plan, organise and carry out an activity to deal with the problem, working out an action plan, choosing and obtaining the resources you will need, and carrying out your action plan.
SCQF Level 6	Plan, organise and carry out your suggested approach, working out an action plan, choosing and obtaining resources and carrying out your action plan.

Reviewing And Evaluating

SCQF Level 4	Check how well your approach to the problem solving activity worked in practice, identifying the strengths and weaknesses of your problem solving activity, suggesting ways of solving similar problems in the future based on this experience.
SCQF Level 5	Check how well the problem solving activity worked in practice, working out how you will decide whether each stage of your problem solving activity has been successful, gathering evidence to help you decide how well your problem solving activity worked, deciding how effective each stage has been and devising ways of solving similar problems in future.
SCQF Level 6	Check how well the problem solving activity worked in practice, identifying the criteria you will use to decide how effective every aspect of your problem solving activity has been, gathering evidence relevant to chosen criteria, recommending ways of solving similar problems in future.

Working with Others	
Work co-operatively with others	
SCQF Level 4	Work co-operatively with at least one other person to identify the main roles within the activity, what your role is, what tasks you will do and how they relate to others. Carry out your role, adapting your actions and behaviour, asking for and providing information and support.
SCQF Level 5	Work co-operatively with at least one other person to identify the main roles within the activity, what your role is, what tasks you will do and how these relate to others. Organise and carry out your role, pro-actively seek and offer support to and from others.
SCQF Level 6	Work co-operatively with at least one other person to analyse and organise the requirements of your own role and the roles of others. Negotiate working methods, modify your behaviour, and motivate yourself and others to progress towards a common goal.
Reviewing co-operative contribution	
SCQF Level 4	Check how well you and others contributed by deciding on measures you can use to judge how well you co-operated with others, asking for feedback on your contribution making a decision on how well you co-operated with others, and how well the co-operative working arrangements operated overall, setting objectives for how you could improve your own co-operative working skills and future co-operative working arrangements.
SCQF Level 5	Check how well you and others involved contributed to the co-operative working activity, developing criteria to evaluate your own and others contribution, asking for feedback, using your chosen criteria to decide how well you co-operated with others, and how well the co-operative working arrangements operated overall, justifying your decision with supporting evidence, setting objectives for improving your own co-operative working skills and future co-operative working arrangements.
SCQF Level 6	Check how well you and others involved contributed to the co-operative working activity, developing criteria to evaluate your own and others contribution, seeking and considering feedback and advice, using your chosen criteria and feedback to evaluate how well you co-operated and co-operative working arrangements worked overall, using conclusions and reflection to set objectives for improving own co-operative working skills and make recommendations on any future co-operative working arrangements.

SVQ 4 Aquaculture Management at SCQF 9 – structure

To attain the qualification candidates must complete 6 Units in total. This comprises:
2 Mandatory Units
4 Optional Units

Please note the table below shows the SSC identification codes listed alongside the corresponding SQA Unit codes. It is important that the SQA Unit codes are used in all your recording documentation and when your results are communicated to SQA.

Mandatory Units: Candidates must complete all units from this group	
SSC code	Title
LANAQu29	Manage the aquatic production environment for farmed fish/shellfish
LANAQu30	Manage the production of farmed fish/shellfish for sale or transfer

Optional Units: Candidates must complete 4 units	
SSC code	Title
LANAQu28	Plan and manage fish feeding regimes
LANAQu31	Plan and manage spat collection
LANAQu32	Plan and manage shellfish depuration operations
LANAQu33	Develop and manage implementation of the site Fish Health Plan
LANAQu34	Plan and manage fish/shellfish hatchery production
LANAQu35	Manage aquaculture recirculation systems
LANAQu36	Manage containment on a fish farm
CFAM&LEB1	Provide healthy, safe secure and productive working environments and practices
CFABAA627	Manage and be accountable for own performance in a business environment
CFAM&LDA2	Recruit, select and retain people
CFAM&LEA4	Manage budgets
CFAM&LFE1	Manage quality assurance systems
LANCS46	Develop plans to improve your marketing and sales for the land-based sector
LANCS47	Develop, negotiate and agree proposals to offer land-based services and products

CFAM&LED2	Procure products and/or services
CFAM&LBA9	Develop operational plans
CFAM&LFA2	Implement operational plans
CFAYS3	Improve your business skills
CFAM&LDB4	Manage people's performance at work
CFAM&LDC2	Support individuals' learning and development
CFAM&LDB8	Manage conflict in teams
CFAM&LBB1	Manage risks to your organisation
CFAM&LCA1	Identify and evaluate opportunities for innovation and improvement

Core Skills Signposting

Communication									
	Reading and Understanding			Writing			Speaking and Listening		
	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6
Mandatory units									
LANAqu29		*			*			*	
LANAqu30		*			*			*	
Optional units									
LANAqu28		*			*			*	
LANAqu31		*			*			*	
LANAqu32		*			*			*	
LANAqu33		*			*			*	
LANAqu34		*			*			*	
LANAqu35		*			*			*	
LANAqu36		*			*			*	
CFAM&LEB1		*			*				*
CFABAA627		*			*			*	
CFAM&LDA2		*			*			*	
CFAM&LEA4			*			*			*
CFAM&LFE1			*			*			*
LANCS46						*			*
LANCS47			*			*			*
CFAM&LED2			*			*			*
CFAM&LBA9			*			*			*
CFAM&LFA2			*			*			*
CFAYS3		*							
CFAM&LDB4		*			*			*	
CFAM&LDC2		*						*	
CFAM&LDB8					*				*
CFAM&LBB1			*			*			*
CFAM&LCA1			*			*			*

Numeracy										
	Using Number			Measuring	Use the graphical format to find out information			Use graphical format to communicate information		
	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6
Mandatory units										
LANAqu29		*								
LANAqu30		*								
Optional units										
LANAqu28		*								
LANAqu31		*								
LANAqu32										
LANAqu33										
LANAqu34		*								
LANAqu35		*								
LANAqu36										
CFAM&LEB1										
CFABAA627										
CFAM&LDA2										
CFAM&LEA4			*				*			*
CFAM&LFE1		*								
LANCS46		*							*	
LANCS47		*								
CFAM&LED2		*								
CFAM&LBA9		*				*			*	
CFAM&LFA2										
CFAYS3		*								
CFAM&LDB4										
CFAM&LDC2										
CFAM&LDB8										
CFAM&LBB1										
CFAM&LCA1			*				*			*

Information and Communication Technology												
	Performing ICT Operations			Processing Information			Accessing Information			Keeping Information safe		
	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6
Mandatory units												
LANAqu29	*			*			*			*		
LANAqu30	*			*			*			*		
Optional units												
LANAqu28	*			*			*			*		
LANAqu31	*			*			*			*		
LANAqu32	*			*			*			*		
LANAqu33	*			*			*			*		
LANAqu34	*			*			*			*		
LANAqu35	*			*			*			*		
LANAqu36	*			*			*			*		
CFAM&LEB1												
CFABAA627												
CFAM&LDA2		*			*			*			*	
CFAM&LEA4												
CFAM&LFE1												
LANCS46												
LANCS47												
CFAM&LED2												
CFAM&LBA9		*			*			*			*	
CFAM&LFA2												
CFAYS3												
CFAM&LDB4												
CFAM&LDC2												
CFAM&LDB8												
CFAM&LBB1												
CFAM&LCA1		*			*			*			*	

Problem Solving									
	Critical Thinking			Planning and Organising			Reviewing and Evaluating		
	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6
Mandatory units									
LANAqu29		*			*			*	
LANAqu30		*			*			*	
Optional units									
LANAqu28		*			*			*	
LANAqu31		*			*			*	
LANAqu32		*			*			*	
LANAqu33		*			*			*	
LANAqu34		*			*			*	
LANAqu35		*			*			*	
LANAqu36		*			*			*	
CFAM&LEB1		*			*			*	
CFABAA627									
CFAM&LDA2		*			*			*	
CFAM&LEA4		*			*			*	
CFAM&LFE1		*			*			*	
LANCS46		*			*			*	
LANCS47									
CFAM&LED2		*			*			*	
CFAM&LBA9			*			*			*
CFAM&LFA2									
CFAYS3									
CFAM&LDB4		*			*			*	
CFAM&LDC2									
CFAM&LDB8			*			*			*
CFAM&LBB1			*			*			*
CFAM&LCA1		*			*			*	

Working With Others						
	Work co-operatively with others			Reviewing co-operative contribution		
	SCQF Level 4	SCQF Level 5	SCQF Level 6	SCQF Level 4	SCQF Level 5	SCQF Level 6
Mandatory units						
LANAqu29		*			*	
LANAqu30		*			*	
Optional units						
LANAqu28		*			*	
LANAqu31		*			*	
LANAqu32		*			*	
LANAqu33		*			*	
LANAqu34		*			*	
LANAqu35		*			*	
LANAqu36		*			*	
CFAM&LEB1			*			*
CFABAA627			*			*
CFAM&LDA2			*			*
CFAM&LEA4			*			*
CFAM&LFE1			*			*
LANCS46			*			*
LANCS47			*			*
CFAM&LED2			*			*
CFAM&LBA9			*			*
CFAM&LFA2			*			*
CFAYS3						
CFAM&LDB4		*			*	
CFAM&LDC2			*			*
CFAM&LDB8			*			*
CFAM&LBB1			*			*
CFAM&LCA1			*			*

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