



## Higher National Unit specification: general information

This Graded Unit has been validated as part of the HNC in Supply Chain 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:** Supply Chain Management: Graded Unit 1

**Graded Unit code:** H4JW 34

**Type of Graded Unit:** Examination

**Assessment Instrument:** Closed-book Examination

**Publication date:** August 2018

**Source:** Scottish Qualifications Authority

**Version:** 02

## Unit purpose

This Graded Unit is designed to provide evidence that the learner has achieved the following principal aims of the HNC in Supply Chain Management:

- ◆ Developed an understanding of the knowledge that underpins the fundamentals of Supply Chain Management and strategic procurement
- ◆ Developed an understanding of the knowledge that underpins the concept of logistics
- ◆ Recognises the importance of Total Quality Management in relation to the Supply Chain and, in particular, procurement
- ◆ Developed an understanding of the importance of business analysis to the effective management of a Supply Chain and procurement
- ◆ Comprehends the impact of legal aspects to the management of a Supply Chain from a procurement perspective
- ◆ Developed an understanding of the concept of service levels in Supply Chains and its direct relationship to procurement
- ◆ Appreciates the importance of structures and functions within a Supply Chain and its relevance to procurement

## General information (cont)

On completion of the Unit the learner should be able to:

- ♦ progress to further study in Supply Chain Management assuming that all other Unit requirements have been achieved.
- ♦ develop additional knowledge and skills in a Supply Chain Management context, with particular relevance to procurement.

## Recommended prior knowledge and skills

It is recommended that the learner should have completed or be in the process of completing the following Units relating to these specific aims prior to undertaking this Graded Unit:

H31L 34	<i>Supply Chain Fundamentals</i>
H358 34	<i>Supply Chain Logistics: An Introduction</i>
BA2A 35	<i>Total Quality Management</i>
H31K 34	<i>Supply Chain Business Analysis: An Introduction to Techniques</i>
A614 34	<i>Legal Aspects of Commercial Transactions</i>
H35A 34	<i>Supply Chain Service Levels: Setting the Standards</i>
H313 34	<i>Supply Chain Organisations: Structures and Function</i>

## Credit points and level

1 Higher National Unit 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 National 1 to Doctorates.*

## Core Skills

There are no Core Skills embedded in this Graded Unit specification.

## Assessment

This examination-based Graded Unit is closed-book. It will consist of a written examination of 3 hours. The use of notes, textbooks, handouts and other materials will not be permitted.

The examination will consist of two parts 'A' and 'B'.

In undertaking this closed-book examination learners will:

- ♦ attempt eight from ten restricted response questions in Part 'A'

and

- ♦ attempt three from five extended response questions in Part 'B'.

## **General information (cont)**

Close attention will be paid to writing of the assessment instrument for this Unit. It will require to be prior verified and again close attention will be taken when using and marking the assessment.

When marking the assessments the marker will only mark the first eight answers in Part 'A' and the first three answers in Part 'B'. Any additional answers should be disregarded.

# Higher National Graded Unit specification: instructions for designing the assessment task and assessing learners

**Graded Unit title:** Supply Chain Management: Graded Unit 1

## Conditions of assessment

The assessment is based on a closed-book examination lasting 3 hours.

Reasonable assistance is the term used by SQA to describe the difference between providing learners with some direction to generate the required evidence for assessment and providing too much support, which would compromise the integrity of the assessment. Reasonable assistance is part of all learning and teaching processes. In relation to the assessment of Higher National Examination-based Graded Units, assessors may provide advice and guidance on examination technique and clarification on the meaning of command words which may appear within an examination paper, prior to the formal examination.

Remediation is not allowed in Examination-based Graded Unit assessments.

The examination should be unseen and the assessment should be conducted in controlled and invigilated conditions.

At all times, the security, integrity and confidentiality of examinations must be ensured.

## Instructions for designing the assessment task

The examination should be designed to assess the learner's critical knowledge and understanding of the topics relating to the specific aims which this Graded Unit is designed to cover. The questions and corresponding marks should be designed in accordance with the ranges indicated in the table that follows. However, the overall total mark for the examination is 100.

### Questions

- ◆ There will be two sections in the examination — Part 'A' and Part 'B'.
- ◆ Part 'A' will comprise ten restricted response questions from which the learners will attempt eight questions.
- ◆ These questions will be designed to test the learners' broad knowledge of the subject areas.
- ◆ The questions will comprise of a minimum of **one** question for each of the Units that relate to this Graded Unit.
- ◆ Part 'B' will comprise five extended response questions from which the learners will attempt three questions.
- ◆ These questions will be designed to test the learners' in-depth knowledge of the subject areas.
- ◆ The questions may comprise of one question that relates to a single Unit OR it may be a combination of a maximum of two Units that relate to this Graded Unit.
- ◆ The same Unit may not be used in more than one extended response question.
- ◆ The questions in Part 'B' will not replicate questions covered in Part 'A'.
- ◆ Examination questions must be changed on each assessment occasion.
- ◆ Whilst the minimum pass mark is 50% learners must also score a minimum of 45% in both Parts 'A' and 'B'.

## Higher National Graded Unit specification: instructions for designing the assessment task and assessing learners (cont)

### Graded Unit title: Supply Chain Management: Graded Unit 1

- ◆ Learners should be informed that only the first 8 answers in Part 'A' and the first three answers in Part 'B' will be marked. Any additional answers will be disregarded.
- ◆ Learners who attempt more than the requisite number of questions should be instructed that they should score out the answers that they do not wish to be considered.

Key topics	Level of demand	Percentage weighting for each topic
<p><b>Part 'A'</b></p> <ul style="list-style-type: none"> <li>◆ Supply Chain Fundamentals</li> <li>◆ Supply Chain Logistics: An Introduction</li> <li>◆ Total Quality Management</li> <li>◆ Supply Chain Business Analysis: An Introduction to Techniques</li> <li>◆ Legal Aspects of Commercial Transactions</li> <li>◆ Supply Chain Service Levels: Setting the Standard</li> <li>◆ Supply Chain Organisations: Structures and Function</li> </ul>	<p>Ability to apply knowledge to the main concepts and principles of the Units that relate to this Graded Unit.</p>	<p><b>40 marks</b></p> <p>Eight restricted response questions (from a choice of 10) — at least one question per Unit.</p> <p><b>Eight questions at 5 marks = 40 marks.</b></p>
<p><b>Part 'B'</b></p> <ul style="list-style-type: none"> <li>◆ Supply Chain Fundamentals</li> <li>◆ Supply Chain Logistics: An Introduction</li> <li>◆ Total Quality Management</li> <li>◆ Supply Chain Business Analysis: An Introduction to Techniques</li> <li>◆ Legal Aspects of Commercial Transactions</li> <li>◆ Supply Chain Service Levels: Setting the Standard</li> <li>◆ Supply Chain Organisations: Structures and Function</li> </ul>	<p>Ability to apply knowledge to the main theories of specific Units that relate to this Graded Unit.</p>	<p><b>60 marks</b></p> <p>Three extended response questions (from a choice of 5) — each question may cover a single Unit OR it may be a combination of a maximum of two Units.</p> <p><b>Three questions at 20 marks = 60 marks.</b></p>

## **Higher National Graded Unit specification: instructions for designing the assessment task and assessing learners (cont)**

### **Graded Unit title:** Supply Chain Management: Graded Unit 1

The examination will be marked out of 100. Assessors will aggregate the marks achieved by the learner to arrive at an overall mark for the examination. Assessors will then assign a grade to the learner for this Graded Unit based on the following grade boundaries:

- ◆ A = 70%–100%
- ◆ B = 60%–69%
- ◆ C = 50%–59%

Any learner who has failed their Higher National Examination-based Graded Unit or wishes to upgrade their award must be given a re-assessment opportunity, or in exceptional circumstances, two re-assessment opportunities. This must be done by using a substantially different examination.

The final grading given must reflect the quality of the learner's evidence at the time of the completion of the graded unit. Learners must be awarded the highest grade achieved, whether through first sitting or through any re-assessment.

## Higher National Graded Unit specification: instructions for designing the assessment task and assessing learners (cont)

**Graded Unit title:** Supply Chain Management: Graded Unit 1

### Guidance on grading learners

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

Grade A	Grade C
<p>Is a seamless, coherent piece of work or exam script which consistently:</p> <ul style="list-style-type: none"> <li>◆ demonstrates the learner's clear understanding of the questions and their requirements.</li> <li>◆ the learner's response to the questions is consistently good and analysis and evaluation of the topic is thorough.</li> <li>◆ the learner uses the correct terminology in relation to the topic.</li> <li>◆ demonstrates the learner's clear understanding of the correct use of technology in response to the relevant questions.</li> <li>◆ where analysis and evaluation is required the learner demonstrates their ability to examine alternative solutions and to provide a reasoned and balanced response.</li> </ul>	<p>Is a co-ordinated piece of work or exam script which:</p> <ul style="list-style-type: none"> <li>◆ demonstrates the learner's understanding of the questions and their requirements at a basic but acceptable level.</li> <li>◆ the learner's response is appropriate but basic and analysis and evaluation of the topic is acceptable.</li> <li>◆ the learner's use of terminology is not always appropriate.</li> <li>◆ demonstrates the learner's understanding of the use of technology at a basic level in response to the relevant questions.</li> <li>◆ where analysis and evaluation is required the learner may not always identify alternative solutions or be able to provide a reasoned and balanced response.</li> </ul>

### Support notes

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

It is recommended that this time is used in preparation for the examination in terms of revising the materials covered in all seven Units. It is also advised that adequate time is spent in improving the learners' examination techniques.

While the revision of topics will be the responsibility of individual tutors it is recommended that those delivering the Units follow an integrated approach to improving the learners' examination technique.

## **Higher National Graded Unit specification: instructions for designing the assessment task and assessing learners (cont)**

**Graded Unit title:** Supply Chain Management: Graded Unit 1

Centres should ensure that their examination and resit papers, along with the marking guidelines, in the prescribed format, have been prior verified if they propose to use papers that do not already have SQA approval. This will ensure no fault is found with the papers when scrutinised at central verification.

### **Equality and inclusion**

This graded unit specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence.

Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements)



## History of changes to Unit

Version	Description of change	Date
02	Update of Conditions of Assessment	09/08/18

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SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of Higher National qualifications.

**FURTHER INFORMATION:** Call SQA's Customer Contact Centre on 0345 279 1000.

## **General information for learners**

### **Graded Unit title:** Supply Chain Management: Graded Unit 1

This Unit is intended to test your knowledge and understanding of what you have learned while working towards the Units of the Group Award. Much of your time in this Unit will be taken up in preparation for the examination both in revising the material covered in the relevant Supply Chain Management Units and also in improving your examination technique.

The examination you take will be closed-book and will be conducted under supervised conditions. You will not be allowed any notes, text books or any other materials in the examination room.

The examination will be three hours duration and consist of two parts — 'A' and 'B'.

Part 'A' will be designed to test your broad knowledge of the Units covered as part of your Group Award and will consist of ten restricted response questions from which you will be required to attempt eight questions. The ten questions will cover all seven mandatory Units within this HNC Group Award.

Part 'B' will be designed to test your in-depth knowledge of the Units covered as part of your Group Award and will consist of five extended response questions from which you will be required to attempt three questions. The five questions will cover selected Units, or a combination of Units from the HNC Group Award.

There will be opportunity, if you fail, to resit an examination with a different set of questions. Should you wish to improve your grade may also choose to attempt the resit examination.

You should only attempt the number of questions requested. If you attempt more than the requisite number then any additional questions, in each Part will be disregarded. If you are not happy with a question that you have attempted and prefer to answer an alternative question, then please ensure that the question that you do not wish to be considered is scored out.