



## **National Unit specification: general information**

**Unit title:** Greenkeeping Etiquette and Rules (SCQF level 4)

**Unit code:** H1TV 10

**Superclass:** SF

**Publication date:** October 2012

**Source:** Scottish Qualifications Authority

**Version:** 02

### **Summary**

This Unit is designed to provide candidates with the knowledge and application of the basic rules and etiquette of greenkeeping and maintenance of golf courses.

This Unit will give candidates an opportunity to learn the set up of the golf course for general and tournament play. Candidates will assist in carrying out activities on the golf course while golf is in play, using proper procedure and etiquette on the surfaces.

This Unit is for school leavers, adults seeking a career change and/or those wishing to move into NC in Greenkeeping at SCQF level 5. The Unit is part of the NC in Greenkeeping at SCQF level 4 but may also be taken as a freestanding Unit.

### **Outcomes**

- 1 Describe how greenkeeping etiquette and the basic rules of golf affect the work carried out on a golf course.
- 2 Assist in carrying out tasks required for golf course set up and while golf is in play, demonstrating proper care and attention at all times.

### **Recommended entry**

No formal qualifications required, but candidates should have an interest in golf or greenkeeping.

## General information (cont)

**Unit title:** Greenkeeping Etiquette and Rules (SCQF level 4)

### Credit points and level

1 National Unit credit at SCQF level 4: (6 SCQF credit points at SCQF level 4)

*\*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.*

### Core Skills

Achievement of this Unit gives automatic certification of the following Core Skills component:

Complete Core Skill                      None

Core Skill component                      Critical Thinking at SCQF level 4

There are also opportunities to develop aspects of Core Skills which are highlighted in the Support Notes of this Unit specification.

## **National Unit specification: statement of standards**

### **Unit title: Greenkeeping Etiquette and Rules (SCQF level 4)**

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA. All practical work must be carried out in accordance with current Health and Safety legislation which includes wearing PPE when necessary.

#### **Outcome 1**

Describe how greenkeeping etiquette and the basic rules of golf affect the work carried out on a golf course.

##### **Performance Criteria**

- (a) Describe what is meant by greenkeeping etiquette.
- (b) List the basic rules of golf for a greenkeeper.
- (c) Describe how greenkeeping etiquette and the rules of golf directly influence the work of the greenkeeper.
- (d) Identify tasks associated with the etiquette of greenkeeping and the rules of golf when setting up a golf course.
- (e) Identify tasks associated with the etiquette of greenkeeping and the rules of golf while golf is in play.
- (f) Identify the working methods and practices of a greenkeeper which affect golfing etiquette.

#### **Outcome 2**

Assist in carrying out tasks required for golf course set up and while golf is in play, demonstrating proper care and attention at all times.

##### **Performance Criteria**

- (a) Carry out a range of tasks, related to the rules of golf, for golf course set up.
- (b) Carry out a range of tasks while golf is in play.
- (c) Demonstrate proper procedure and care while carrying out all practical tasks.

## **National Unit specification: statement of standards (cont)**

### **Unit title:** Greenkeeping Etiquette and Rules (SCQF level 4)

#### **Evidence Requirements for this Unit**

Evidence is required to demonstrate that candidates have achieved all Outcomes and Performance Criteria.

All relevant operational procedures undertaken in this Unit must adhere to current legislation, regulations and codes of practice affecting the work of the greenkeeper on the golf course.

#### **Outcome 1 — Supervised Open-book Written and/or recorded oral evidence**

The candidate must interpret how greenkeeping etiquette and the basic rules of golf affect the work carried out on a golf course. They must also be aware of the activities carried out when setting up a golf course and while golf is in play in the context of the rules of golf.

Evidence must include:

- ◆ an accurate description of what is meant by greenkeeping etiquette
- ◆ the identification of two basic golf rules, explaining how the two basic golf rules identified affect the work of a greenkeeper
- ◆ the identification of three tasks associated with the rules of golf and golf course set up
- ◆ the identification of three tasks associated with the rules of golf while golf is in play
- ◆ the identification of working methods and practices of a greenkeeper which affect golfing etiquette to include: awareness of golfers and golf in play, fairness when presenting and preparing areas of the course for play, awareness of competition/normal play, awareness of course set up prior to competition and communicating effectively with golfers while carrying out duties

#### **Outcome 2 — Performance evidence**

**Assessors will prepare a brief for candidates before the practical assessment activities are carried out.**

Performance evidence is required to demonstrate that the candidate has participated individually and as part of a team, in the carrying out of a minimum of three of the following tasks related to the rules of golf and golf course set up:

- ◆ mark out of bounds
- ◆ mark Ground Under Repair
- ◆ set out tee markers
- ◆ prepare and rake a bunker
- ◆ mark a water hazard
- ◆ mark a drop zone
- ◆ follow safe and proper procedures at all times during practical activities and pay due attention to all tasks

## **National Unit specification: support notes**

**Unit title:** Greenkeeping Etiquette and Rules (SCQF level 4)

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

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

### **Guidance on the content and context for this Unit**

This is a mandatory Unit within the National Certificate intro to Greenkeeping at SCQF level 4, but may also be taken as a free standing Unit.

Safety regulations and safe working practices and procedures will be adhered to at all times.

This Unit is aligned to the following Lantra, Sector Skills Council's National Occupational Standard (NOS) Units:

Unit L6 Present, maintain and repair sports turf surfaces  
Unit L7 Present, maintain and repair artificial turf surfaces

In the Unit candidates will have the opportunity to develop aspects of the following Essential skills:

Employability: by developing work ethic, time keeping, self management and team working skills

Citizenship: by contributing effectively to the teams role in producing and developing high quality standards of workmanship for the game of golf.

Sustainability: by developing and understanding the importance of resources used in the setting up of golf courses and while golf is in play which may include water, chemicals and fuels, and implementing sound systems that sustain the long term benefits to the environment.

### **Guidance on learning and teaching approaches for this Unit**

Practical activities should ideally be preceded by demonstration(s) with appropriate references made to current practice and terminology. Candidates should be encouraged to work as part of a team when participating in each of the key stages of course set up related to the rules of golf. However assessment of individual candidates must be carried out.

Learning approaches should ideally be based on practical activities, wherever possible. For Outcome 1 some classroom activity will be necessary in order to provide the underpinning knowledge for Outcome 2. The underpinning knowledge can be delivered using a range of methods and formal lectures should be kept to a minimum.

Background notes and information on various methods, techniques, work practices and relevant resources should be gathered by candidates during lectures and practical sessions. Wherever possible site visits to see duties and tasks being carried out should take place.

## **National Unit specification: support notes (cont)**

### **Unit title:** Greenkeeping Etiquette and Rules (SCQF level 4)

Other visual stimuli should be provided (eg samples of materials, videos, CDs and Internet information) relating to proper etiquette and the rules of golf for the candidate wherever possible.

### **Guidance on approaches to assessment for this Unit**

For Outcome 1 the candidate could be presented with questions to test the knowledge required to describe etiquette and the common rules of golf. It is not recommended that candidates are given questions requiring long answers as a response and use of quizzes and other forms of Q and A assessment are to be encouraged.

For Outcome 2 candidates could be encouraged to keep personal diaries/logs and photographic evidence (eg 'before and after' photos) to record personal/group participation in the key stages of the tasks and duties and to highlight any problems encountered or successes achieved during the process.

An observation checklist should be developed for Outcome 2 defining the key stages/skills of the practical operations. Assessors should prepare a clear brief for candidates before the practical operations commence.

A log book or diary may also be used to record equipment, materials and labour used during the operations.

There may be opportunities for integration of assessment in this Unit and Golf Course Practical Experience, depending on the location and nature of the activities carried out in Outcome 2 of this Unit.

### **Opportunities for the use of e-assessment**

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

## National Unit specification: support notes (cont)

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### Opportunities for developing Core Skills

In the Unit candidates will:

- ◆ describe and identify the etiquette, rules and tasks of the greenkeeper associated with golf course set up and while golf is in play; Candidates will measure distances between tee markers, and of boundary posts
- ◆ the candidates will carry out a range of activities, under supervision, during golf course set up and while golf is in play
- ◆ in doing so there will be opportunities for candidates to develop aspects of the following Core Skill units:
  - *Working with Others*
  - *Problem Solving*
  - *Communication*
  - *Numeracy*

This Unit has the Critical Thinking component of Problem Solving embedded in it. This means that when candidates achieve the Unit, their Core Skills profile will also be updated to show they have achieved Critical Thinking at SCQF level 4.

### Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. 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	Core Skills Component Critical Thinking at SCQF level 4 embedded.	08/10/2012

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