



National Unit specification

General information

Unit title: Construction Occupation Practices: An Introduction
(SCQF level 5)

Unit code: HA2P 45

Superclass: TE

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Version: 01

Unit purpose

This Unit is suitable for learners who have had little or no experience of the Construction Industry and wish to gain knowledge and understanding of construction occupations and their related practices. The Unit will develop the learners understanding of the range of construction occupations within the Construction Industry. The Unit will also develop the learners' ability to produce, read and understand simple building drawings as well as the ability to measure and mark out building components and materials. The Unit will also develop an awareness of sustainability and waste control within construction.

Learners who complete this Unit can feel more confident about making progress on a wide range of practical activities in the National Progression Award in Construction.

Throughout this Unit, learners will develop the skills to identify any potential hazards and will adhere to health and safety, sustainability and waste management regulations and legislation at all times.

Outcomes

On successful completion of the Unit the learner will be able to:

- 1 Demonstrate knowledge of the main construction occupations.
- 2 Produce basic construction drawings.
- 3 Take and record measurements
- 4 Demonstrate knowledge of sustainability and waste control measures.

National Unit specification: General information (cont)

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Credit points and level

1 National Unit credit at SCQF level 5: (6 SCQF credit points at SCQF level 5)

Recommended entry to the Unit

While entry is at the discretion of the centre, basic *Numeracy*, *Communication* and *Problem Solving* skills at SCQF level 4 would be beneficial.

Core Skills

Opportunities to develop aspects of Core Skills are highlighted in the Support Notes for this Unit specification.

There is no automatic certification of Core Skills or Core Skill components in this Unit.

Context for delivery

If this Unit is delivered as part of a Group Award, it is recommended that it should be taught and assessed within the subject area of the Group Award to which it contributes.

Delivery of this Unit may be integrated with any other suitable Units, ensuring that all Outcomes and Performance Criteria are covered.

The content and context of this Unit is set at a basic level in order to allow the learner to understand the range of trade occupations used, and the work each does in a simple domestic construction project.

The learner will develop the ability to produce basic working drawings of building components and will be required to measure out and record accurately the sizes of various parts of a building and some of its component parts. Sustainability and waste awareness knowledge will also be developed during the delivery of this Unit.

National Unit specification: General information (cont)

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The learning environment for this Unit will be mainly classroom based however where possible opportunities to enhance learning may include workshop locations.

Health and Safety and Sustainability are integral and key to the Construction Industry therefore throughout the Unit emphasis will be placed where appropriate on the application of Health and Safety and Sustainability. Safety working practices should be looked at in accordance with current safety codes of practice and regulations. Sustainability should include reference to the impact of not implementing sustainability on the environment and the legislation promoting sustainability.

Equality and inclusion

This 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.

National Unit specification: Statement of standards

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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.

Outcome 1

Demonstrate knowledge of the main construction occupations.

Performance Criteria

- (a) Identify the main occupations of the Construction Industry.
- (b) Describe the type of work undertaken by each occupation.
- (c) Identify the basic types of materials used by each occupation.
- (d) Identify at which stage of a simple construction project each trade would be involved.

Outcome 2

Produce basic construction drawings.

Performance Criteria

- (a) Produce simple isometric scaled drawings of building components.
- (b) Produce scaled plans and elevations of simple building components.
- (c) Annotate each drawing with neat printing.

Outcome 3

Take and record measurements.

Performance Criteria

- (a) Measure and record the heights and widths of doors and windows.
- (b) Measure and record lengths and widths of rooms.

Outcome 4

Demonstrate knowledge of sustainability and waste control in construction.

Performance Criteria

- (a) Identify sustainable materials used in each construction occupation
- (b) Identify construction practices used to reduce waste.

National Unit specification: Statement of standards (cont)

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Evidence Requirements for this Unit

Learners must adhere to relevant Health and Safety regulations and legislation relating both to working practices within the construction environment, as well as those specific to any practical task they are requested to carry out (such as emphasising the importance of selecting and using the correct PPE at all times).

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

Written and/or oral evidence is required for Outcome 1 which demonstrates that the learner has achieved to the standard specified in the Outcome and Performance Criteria and can identify the main construction occupations, the type of work they undertake, the materials they use and their role in construction projects.

Product evidence in the form of drawings is required for Outcomes 2 which demonstrates that the learners has achieved to the standard specified in the Outcomes and Performance Criteria by producing two basic drawings of building components labelled neatly and correctly.

For Outcome 3 learners must produce product evidence showing accurate measurement and recording of lengths breadths and heights of doors, windows and rooms to the standard specified in the Outcome and Performance Criteria. Written and/or oral evidence is required for Outcome 4 to the standard specified in the Outcome and Performance Criteria by identifying sustainable materials and construction practices which reduce waste.

Assessment of this Unit should be completed over a period of time and evidence should be gathered at appropriate intervals.

All evidence should be obtained under controlled, supervised conditions. The assessment will be closed-book.



National Unit Support Notes

Unit title: Construction Occupation Practices: An Introduction
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Unit Support Notes are offered as guidance and 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 Unit may be integrated with any other suitable Units, ensuring that all Outcomes and Performance Criteria are covered.

The content and context of this Unit is set at a basic level in order to allow the learner to understand the range of trade occupations used, and the work each does in a simple domestic construction project.

The learner will develop the ability to produce basic working drawings of building components and will be required to measure out and record accurately, the sizes of various parts of a building and some of its component parts. Sustainability and waste awareness knowledge will also be developed during the delivery of this Unit.

The learning environment for this Unit will be mainly classroom based however where possible opportunities to enhance learning may include workshop locations.

Health and Safety and Sustainability are integral and key to the Construction Industry therefore throughout the Unit emphasis will be placed where appropriate on the application of Health and Safety and Sustainability. Safety working practices should be considered in accordance with current safety codes of practice and regulations. Sustainability should include reference to criteria affecting sustainability, impact of not implementing sustainability on the environment and the legislation promoting sustainability.

National Unit Support Notes (cont)

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Guidance on approaches to delivery of this Unit

The delivery should be based on a practical approach where possible and should expose learners to basic drawing, measuring and recording techniques along with approaches to reducing waste and providing sustainable materials. Learning and teaching approaches should include demonstration and practice which will provide learners with the opportunity to develop their own drawings and record keeping.

Basic drawing practice requires to be taught in an integrated manner which shows the relationship between drawings and tasks to be done. Learners will be encouraged to produce drawings of items which they are likely to construct or produce at some later point in time.

Learners are to be taught how to read a measuring tape accurately and the importance of how to take accurate measurements.

Learning and teaching approaches used in relation to waste awareness and sustainability will include active participation in waste reduction, recycling and reclaiming.

Guidance on approaches to assessment of this Unit

Centres may use the method of assessment which they consider to be most appropriate but are encouraged to use the Training Assessment Programme (TAP) developed centrally by SQA. It is expected that learners will have to demonstrate current knowledge and understanding of safe working practice and risk assessment methods, etc prior to being set the assessment tasks.

Knowledge and Understanding of the processes involved in *Construction Occupation Practices: An Introduction (SCQF level 5)* should be assessed before any practical assignments are carried out by learners. This will include assessment of a learner's ability to prepare the work area for laying modular pavement.

Practical assignments should be carried out under supervised conditions and recorded in an assessor observation/operational checklist. Assessments should confirm that a learner has the ability to safely lay modular pavement using designated machinery or equipment correctly and safely, whilst adhering to current statutory Health and Safety regulations and legislation.

Adherence to current statutory working regulations and Health and Safety procedures will be observed during the practical exercise carried out by the candidate towards all Outcomes.

Detailed assessment material for this Unit will be found in the relevant Training and Assessment Programme (TAP). Centres may use the instruments of assessment which they consider to be most appropriate but are advised to use the TAP which has been developed centrally by SQA. Any other instruments of assessment used must be comparable to the TAP and have been prior verified.

National Unit Support Notes (cont)

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Opportunities for 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 learner evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. The most up-to-date guidance on the use of e-assessment to support SQA's qualifications is available at www.sqa.org.uk/e-assessment.

Opportunities for developing Core and other essential skills

Accuracy in taking and recording measurements, as well as in calculating, recording and presenting simple graphic data underpins the competencies assessed in the production of scaled drawings, plans and elevations of building components.

Formative opportunities to practise skills in handling numerical and graphical information should focus on Numeracy as a tool to be used by learners as they learn in relevant work based contexts.

Learners will develop skills in *Problem Solving*, that is in Critical Thinking, Planning and Organising and Reviewing. They will need to take account of all issues which will affect practical work in measuring, recording and drawing. They will consider legal, safety and sustainability concerns, plan an approach to the work and then meet the necessary requirements as they complete tasks.

Review and Evaluation of achievement with assessor support and guidance should be a naturally occurring process.

There are also opportunities to additionally enhance co-operative working skills as learners discuss and undertake practical activities, by encouraging them as a group to:

- ◆ identify the main tasks needed in measuring and recording information
- ◆ agree allocation of responsibilities, building on strengths and preferences of individuals
- ◆ seek and provide information and support to each other as needed
- ◆ referring to evidence, identify the strengths and any weaknesses of their own contribution to activities

Although skills in *Communication* are not formally assessed learners should be encouraged to develop their abilities to communicate with others orally and in writing to a standard acceptable in the vocational area. They should be provided with opportunities to read a range of current information to support their understanding of Construction Practices. As they undertake the Unit they should be expected to communicate with others using correct terminology and tone and style appropriate to the workplace. Annotation of drawings and plans should be neat and accurate.

National Unit Support Notes (cont)

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In addition the opportunity to develop skills for employability, citizenship and sustainability will also be available throughout this Unit.

History of changes to Unit

Version	Description of change	Date

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General information for learners

Unit title: Construction Occupation Practices: An Introduction (SCQF level 5)

This section will help you decide whether this is the Unit for you by explaining what the Unit is about, what you should know or be able to do before you start, what you will need to do during the Unit and opportunities for further learning and employment.

This Unit is designed to introduce you to skills required by workers in the construction industry. The Unit will focus on construction occupations, measuring and basic drawing skills.

You will also be provided with the knowledge to allow you to appreciate the reasons for carrying out any practical work in a manner which complies with sustainability and waste control measures.

Health and Safety and Sustainability are integral and key to the Construction Industry therefore throughout the Unit emphasis will be placed where appropriate on the application of Health and Safety and Sustainability. Safety working practices will be looked at in accordance with current safety codes of practice and regulations.

There will be a series of training exercises followed by some practical task based assessment and multi choice knowledge assessment. Completion of the Unit will provide you with the basic skills necessary to enable you to progress to more complex aspects of construction which in turn will further develop your skills and knowledge.

The elements of the Core Skill of *Problem Solving*, such as Planning and Organising and Critical Thinking will be developed and enhanced as you undertake this Unit. You will need to take account of a range of factors in order to work efficiently and safely, such as the choice of tools, appropriate materials, safety issues, safety equipment and sustainability.

There are opportunities to develop co-operative working skills. You will also be required to comply fully with health and safety requirements which gives you opportunities to develop awareness of the safety of others.

Numeracy skills will be naturally enhanced through the practical use of calculation and measuring scales and although *Communication* skills are not formally assessed, as you complete practical tasks, you may be expected to communicate with others using the correct terminology, tone and style suited to the workplace.