Maintain a documented work record of horticultural activities and present an enterprise report

Level 4
Credits 15

Purpose This unit standard is for people working in, or intending to work, in the horticulture industry. People credited with this unit standard are able to maintain a work record of horticultural activities and present an enterprise report.

Subfield Horticulture
Domain Production Horticulture
Status Registered
Status date 25 July 2006
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Entry information Recommended: Unit 2803, Maintain a documented work record of horticultural activities, or demonstrate equivalent knowledge and skills.

Accreditation Evaluation of documentation and visit by NZQA, industry and teaching professional in the same field from another provider.

Standard setting body (SSB) Primary Industry Training Organisation

Accreditation and Moderation Action Plan (AMAP) reference 0032

This AMAP can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Special notes

1 The work record will cover a continuous ten month period spent working in the horticultural industry, or attending a full time one year (34 weeks minimum) tertiary academic horticulture programme. The enterprise report is applicable to any horticultural enterprise.

2 The enterprise report should be not less than 1500 words and include evidence (photos and diagrams) demonstrating production and management practices.


Elements and performance criteria

Element 1

Maintain a work record of horticultural activities.

Performance criteria

1.1 Daily records are kept of horticultural activities in which the candidate has participated in, observed, or studied during the recorded period.

Range weather recordings, photographs and sketches, recorded observations, magazine articles, general horticulture knowledge, practical skills, horticultural terms.

1.2 Work record layout and presentation is in a structured format.

Range legible, sketches labelled, photographs and samples identified.

1.3 Work record book is up to date every fortnight.

Element 2

Present an enterprise report.

Performance criteria

2.1 Report presented includes a range of factual information describing the horticultural enterprise.

Range information may include but is not limited to - physical – location, size, climate, topography, buildings, facilities, shelter, soil type, drainage, machinery, accessibility, water source; production – plants or crops grown, growing methods, crop production schedules, varieties grown, pests and diseases, irrigation; management – personnel, client base, trends in the future, new technology, marketing and packaging, type of business.

2.2 Features and activities, which are of special significance, are described in the enterprise report to help present the characteristics of the horticulture enterprise.

Please note

Providers must be accredited by the Qualifications Authority, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by the Qualifications Authority before they can register credits from assessment against unit standards.
Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

**Comments on this unit standard**

Please contact the Primary Industry Training Organisation via their website www.primaryito.ac.nz if you wish to suggest changes to the content of this unit standard.