



NQF Level: **3** US No: **116269**

Assessment Guide

Primary Agriculture

Supervise the Collection of Agricultural Data

Assessor:

Workplace / Company:

Commodity: Date:



Before we start...

This assessment guide contains all necessary activities and instructions that will enable the assessor and learner to gather evidence of the learner's competence as required by the unit standard. This guide was designed to be used by a trained and accredited assessor whom is registered to assess this specific unit standard as per the requirements of the AgriSETA ETQA.

Prior to the delivery of the program the facilitator and assessor must familiarise themselves with content of this guide, as well as the content of the relevant Learner Workbook.

The assessor, facilitator and learner must plan the assessment process together, in order to offer the learner the maximum support, and the opportunity to reflect competence.

The policies and procedures that are required during the application of this assessment are available on the website of the AgriSETA and should be strictly adhered to. The assessor must familiarise him/herself with this document before proceeding.

This guide provides step-by-step instructions for the assessment process of:

Title:	Supervise the Collection of Agricultural Data		
US No:	116269	NQF Level:	3
		Credits:	5

This unit standard is one of the building blocks in the qualification listed below. Please mark the qualification you are currently assessing, because that will be determined by the context of application:

Title	ID Number	NQF Level	Credits	Mark
National Certificate in Plant Production	49048	3	120	<input type="checkbox"/>
National Certificate in Animal Production	49052	3	120	<input type="checkbox"/>

Please mark the learning program you are enrolled in:

Are you enrolled in a:	Y	N
Learnership?	<input type="checkbox"/>	<input type="checkbox"/>
Skills Program?	<input type="checkbox"/>	<input type="checkbox"/>
Short Course?	<input type="checkbox"/>	<input type="checkbox"/>

Note to Assessor:

If you are assessing this module as part of a full qualification or learnership, please ensure that you have familiarized yourself with the content of the qualification.

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SO 1 AC 1

Instructions to learner:

Hold a class discussion and make lists of the following:

Learner Guide: Page 21

Facilitator Guide: Page 12

Complete the table on the different elementary methods of data collection in Agriculture.

Model Answer(s):

The different elementary methods of data collection in Agriculture	Can you mention one irregularity that may occur in using this method?
Measuring.	Measuring container (beaker) leaks – malfunction. Tape-measure in inches – incorrect unit.
Observing.	Can not see properly, vision defect.
Counting.	Incorrect adding.
Scouting.	Can not id. Pests. Scout wrong number of plants. Scout at incorrect intervals.
Monitoring - by collecting samples by means of some or other device (sweeping, trapping).	Pheromone has expired. Sweeping net has holes in. Plant volatile as expired. Rain/weather washed away.

My Notes ...

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SO 1 AC 2-5

Instructions to learner:

Group work

Learner Guide: Page 22

Facilitator Guide: Page 13

Within groups, choose an example of a set of data you would report on. Select the most appropriate reporting method and present a short report below with comments on how you would rectify any problems that may arise.

Model Answer(s):

Set of data or context	Correct Method of collection	How would you report on the data set	How will you rectify problems
<p>Pests scouting data (the assessor and the facilitator is referred to the examples on scouting given in the learner guide). Discuss the context and examples in which the learner finds him/herself.</p>	<p>Scouting of the required number of plants within the field.</p>	<ol style="list-style-type: none"> 1. Presentation of numbers of insects in a table by collating relevant data. 2. Identify the relevant insects – bollworms aphids etc 3. Keep record of the data received and file or log accordingly. 4. See to completion of data sheets that they are filled in properly and accurately. 	<p>See that I apply the skilled labour or person. See that collection tools are on hand. Assist and supervise collection. Monitor collection.</p>

My Notes ...

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3**SO 2 AC 1-5****Instructions to learner:**

Example and describe

Learner Guide: Page 26**Facilitator Guide: Page 14**

The learner should use an example and describe how he or she would select the appropriate tools to collect a specific data set. The learner should include the steps that he/she would take to repair faulty equipment.

Model Answer(s):

The required tools and equipment should be identified and on hand and correlated with the data collected. E.g. for the collection of soil samples, the auger is required, or a spade, plastic bags, marker pens, paper or labels to mark samples. The assessor should use his/her own discretion with regards to tools needed, and work on a model answer with the facilitator to assess examples given by the learners. Equipment can include electronic equipment such as a scale, measuring utensils such as containers, syringes etc, recording equipment such as a GPS (Global Positioning System) for example the Model: Vista e-Trex, which can be used to determine the position (latitude and longitude) of each parameter counted, monitoring equipment such as a pheromone trap, light trap etc.

Tools and equipment are:

1. Tested on return and, if necessary, minor repairs are described.
2. A short maintenance report can be completed for such an issue (see example used in the learner guide). Faulty equipment that requires specialist repairs are reported and dispatched according to policy. A maintenance report is important in terms of keeping equipment at a functioning level to see to the accurate collection of data.
3. The learner doing this unit standard should then be able to carefully monitor the equipment to see if it is a minor problem, like the replacement of batteries and arrange accordingly to replace them.
4. If it is a major problem, the equipment should be dispatched a short summary of the complaint and contact details to his/her supervisor for further reference to the agent of the equipment.

Instructions to learner:

Complete the table

Learner Guide: Page 34

Facilitator Guide: Page 16

See how you are doing by completing the table.

Model Answer(s):

See how you are doing by completing the table	Mention an example in your own context where you can apply any of the following
<p>Recording formats: Written format:</p> <ul style="list-style-type: none"> • Pen and paper (Graphical presentation; recording sheets or logbooks; tables with results; pin boards; colour codes. • Oral presentation: The learner is required to present the results in a discussion at a meeting with a team, or a one-on-one meeting with a supervisor. • Electronic media: This could include any electronic apparatus as memory recording like the save of data in a file on equipment (GPS). • Computerized reports: format selected from any software programme, such as Windows Office Package (MS Word, Excell, Power Point). • Digital recording; presentation in electronic format). • Voice recording and Video recording. • Photographical reporting (Photographs / digital Photographs) 	<ul style="list-style-type: none"> • All reports can be reported on in written format. • See to language and communication abilities with oral presentation. • Person reporting should be computer literate for electronic media. • Computer systems - data loggers and others should be functioning and person should be skilled to draw a report from such systems. • Training needed to work such systems; equipment on hand. • Training needed to work such systems; equipment on hand.
<p>Is the reporting format selected in a usable format for others?</p>	<p>Yes.</p>
<p>Can data that is reported on be referred to at a later stage without doubt?</p>	<p>Yes kept on record.</p>
<p>Data reported on should include additional comments or an opportunity to identify inconsistencies in the data sheet or alternative results that occurred as expected.</p> <p>Tools used in the data collection process should be identified as being impaired or non-functional (electronic tools) and reported on as such.</p>	<p>Assessor should work on a model answer in collaboration with the facilitator.</p>

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SO 4 AC 1-4

Instructions to learner:

Complete the table

Learner Guide: Page 42

Facilitator Guide: Page 17

Describe your context here, to complete the questions asked in the table below to complete this activity.

Model Answer(s):

Concept (SO 4)	Describe how you will do this in your context:
Identify the important issues for health and safety.	For example: Wear of correct clothing. Calibration accurately done. Following label instructions. Discarding of empty container.
The safety equipment (clothing) is in working condition	E.g. check mask, have water ready, check safety clothing.
Appropriate protective garments and tools are used.	Check spraying apparatus (knap-sack) nozzles. Check for leaks. Gloves, mask, boots etc.
Applicable hygiene standards are applied throughout the process of data collection.	Wash hands, follow label instructions.

My Notes ...

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Assessment Feedback Form

Comments / Remarks	
<p>Feedback to learner on assessment:</p>	
<p>Feedback from learner to assessor:</p>	
<p>Learner's Signature:</p>	<p>Date:</p>
<p>Assessor's Signature:</p>	<p>Date:</p>

Summative Test and Attitude & Attribute Evaluation

Before the knowledge test is undertaken, the learner must be reminded of what is expected from him / her in terms of summative and reflexive competence. Read and explain to the learner, the **Preparation for Your Final Assessment** section in the Learner Guide. Learners and assessor should sign off this section to acknowledge that this step was completed.

Please set up a knowledge test from the questions given as a guideline to learners and supply each learner with a test sheet.

Supply each report with the following heading:

Unit Standard:	116269	NQF Level:	3
Learner Name:			

Questions	Model Answers
1. Ensure the collection of data and reporting on relevant data.	<ul style="list-style-type: none"> ◆ Make sure you understand and can communicate the range of data to be collected. ◆ Confirm the schedule to be followed in order to create the data set with the worker. ◆ Discuss and confirm the method that should be used, demonstrate the method if possible. ◆ Agree on the activities and time of collection, and how the data should be recorded on and reported on back to you as the supervisor. If you are collecting the data, confirm this with your supervisor.
2. Ensure collection tools are on hand.	<ul style="list-style-type: none"> ◆ Confirm the equipment with the facilitator and look at examples in the Learner Guide. ◆ Discuss the instructions with the facilitator to determine what is necessary for the learner to know on how to communicate these instructions to ensure quality work. Emphasize communication and keeping record of such instructions.
3. Ensure collated reports are submitted.	<ul style="list-style-type: none"> ◆ May include, but is not restricted to those given by the learner in the Learner Guide. Ask the learner what he or she will do to ensure accuracy of the report and discuss this with the Facilitator.

4. Ensure health and safety

◆ For his/her summative assessment the learner should be able to mention the person of importance in his/her workplace to report a health and safety threat to. Obtain this person's details from the facilitator, and assess the candidate thereon. For a farmer working by himself, look at label emergency details on chemical containers, or refer to closest Poison working group details.

Assessment Feedback Form

Comments / Remarks	
<p>Feedback to learner on assessment and / or overall recommendations and action plan for competence:</p>	
<p>Feedback from learner to assessor:</p>	
<p>Assessment Judgement You have been found:</p> <p><input type="radio"/> Competent</p> <p><input type="radio"/> Not yet competent in this unit standard</p>	<p>Actions to follow:</p> <p><input type="radio"/> Assessor report to ETQA</p> <p><input type="radio"/> Learner results and attendance certification issued</p>
<p>Learner's Signature:</p>	<p>Date:</p>
<p>Assessor's Signature:</p>	<p>Date:</p>
<p>Moderator's Signature:</p>	<p>Date:</p>