



NQF Level: 4 US No: 116319

Assessment Guide

Primary Agriculture

A farm budget and a proper information system



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:	Prepare a whole farm budget and establish a proper integrated information system for an agri-business.		
US No:	116319	NQF Level:	4
		Credits:	3

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 Animal Production	48979	4	120	<input type="checkbox"/>
National Certificate in Plant Production	49009	4	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 3

Instructions to learner:

Individual exercise.

Learner Guide: Page 24

Facilitator Guide: Page 16

Explain the components of an information system for an agribusiness for your environment and how you would maintain this system.

Model Answer(s):

The facilitator and assessor should compile a model answer within the learning environment of the learner. These components would entail the inclusion of a monthly cashbook, an income statement, a pricelist for future budgets and a financial statement for the present financial year. Communicative tools should be re-addressed to find the easiest medium to communicate production results to co-workers.

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SO 4

Instructions to learner:

Please complete

Learner Guide: Page 32

Facilitator Guide: Page 17

Make a list of the communicative structures you would put in place to communicate your income in relation to future production plans with your farm managers or workers.

Model Answer(s):

The model answer for this activity should be compiled to suit the particular learning environment. Communicative structures can include:

1. *Farmer's forum meetings,*
2. *Managerial meetings*
3. *Making use of communicative tools – telephone, faxes, email, audiovisual, blackboard, written documents, computerised programmes or data basis, discussions and demonstration of the required results in comparison of what was achieved.*
4. *Revisiting the goals of the business plan for each particular production cycle. – Inputs from workers required determining projected time-span or duration.*

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 workbook. 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:	116319	NQF Level:	4
Learner Name:			

Questions	Model Answers
1. Prepare an integrated farm budget for the farm where you are completing your workplace experience.	<i>The assessor and facilitator are to compile a model answer based on the learning material within the specific environment of the learner. Consider all input costs (running costs of the farm or production cycle), overhead costs (electricity & water) and other expenses like rent, interest, insurance etc.</i>
2. Determine the economic and financial viability of the "business" (farm where you are doing your workplace experience) by utilising the sensitive analysis "what if"	<i>The facilitator and assessor should compile a model set of answers for the activity based on the experiences of the learner within his/her learning environment. The learner must demonstrate an understanding of the gross margin still needs to cover for some of the overhead costs and a small gross margin often only indicates a break-even point where it seldom becomes profitable for the farmer to farm or produce. This break-even point need to be calculated to determine the percentage profit made at the end of the season for each specific crop. The learner has to consider the available markets will assist the farmer to determine if it is worth his while to continue farming with that crop for that season.</i>
3. Explain the importance of an information system for a commercially driven agri-business.	<i>The facilitator and assessor should compile a model answer within the learning environment of the learner. These components would entail the inclusion of a monthly cashbook, an income statement, a pricelist for future budgets, and a financial statement for the present financial year. Communicative tools should be re-addressed to find the easiest medium to communicate production results to co-workers.</i>

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>