FARM MANAGEMENT PRINCIPLES

ISCED UNIT CODE: 0811 551 25A

TVET CDACC UNIT CODE: HO/CU/HP/CC/04/6/MA

Unit duration: 120 Hours

Relationship to Occupational Standards

This unit addresses the Unit of Competency: **Apply farm management principles**

Unit Description

This unit specifies competencies required to apply farm management principles**.** It involves Apply farm Planning techniques, Control farm operations, manage farm resources and Organize farm operations

Summary of Learning Outcomes

SNO	Learning Outcome	Duration (Hours)
1.	Apply farm Planning techniques	20
2.	Control farm operations	30
3.	Manage farm resources	30
4.	Organize farm operations	40
	TOTAL	**120**

Learning Outcomes, Content and Suggested Assessment Methods

Learning Outcomes	Content	Suggested Assessment Methods

1. Apply farm Planning techniques	**Theory**
	
	1.1 Farm planning
	
	    1.1.1 Definition of farm planning
	
	    1.1.2 Importance of farm planning
	
	    1.1.3 Constraints affecting farm planning
	
	1.2 Farm Planning resources
		• Practicals
		• Written tests
		• Projects
		• Interviews/ Oral questions
		• Individual/group

	1.2.1 Human	assignments
	1.2.2 Financial	• Third party report
	1.2.3 Agricultural machines	
	1.2.4 Agricultural inputs	
	1.3 Development of farm plans	
	1.3.1 Strategic plan	
	1.3.2 Tactical plan	
	1.3.3 Operational plan	
	1.3.4 Working plan	
	Practice	
	1.4 Develop a farm plan	
2. Control farm operations	**Theory**	• Written tests
	2.1 Motivation of employees	• Case Studies
	2.1.1 Definition of terms	• Projects
	2.1.1.1 Motivation	• Interviews/ Oral
	2.1.1.2 Leadership	questions
	2.1.2 Importance of motivation	• Individual/group
	2.2 Leadership	assignments
	2.2.1 Importance of good leadership	
	2.2.2 Qualities of good leadership	
	2.2.3 Leadership style	
	2.2.3.1 Authoritarian Leadership	
	2.2.3.2 Democratic Leadership	
	2.2.3.3 Transformational Leadership	
	2.2.3.4 Laissez-Faire Leadership	
	2.3 Performance appraisals	
	2.3.1 Straight ranking appraisals	
	2.3.2 Grading	
	2.3.3 Management by objective appraisals	
	2.3.4 Behavior-based appraisal	
	2.3.5 Performance appraisal	
	2.4 Resource adjustments	
	2.4.1 Budget	

	2.4.2 Staff	

3. Manage farm resources	**Theory**
	
	3.1 Corporate social responsibilities
	
	   3.1.1 Definition of terms
	
	       3.1.1.1 Corporate Social Responsibilities
	
	       3.1.1.2 Customer Service
	
	       3.1.1.3 Quality Control
	
	   3.1.2 Importance of corporate social responsibilities
	
	   3.1.3 Types of corporate social responsibilities
	
	       3.1.3.1 Economic responsibilities
	
	       3.1.3.2 Legal responsibilities
	
	       3.1.3.3 Ethical responsibilities
	
	3.2 Conducting quality control and customer service
		• Written tests
		• Case Studies
		• Projects
		• Interviews/ Oral questions
		• Individual/group assignments

4. Organize farm operations	**Theory**
	
	4.1 Budgeting
	
	   4.1.1 Definition of terms
	
	       4.1.1.1 budget
	
	       4.1.1.2 cash flow
	
	   4.1.2 Importance of budgeting
	
	   4.1.3 Types of budgets
	
	       4.1.3.1 Partial budget
	
	       4.1.3.2 Complete budget
	
	       4.1.3.3 Cash flow budget
	
	4.2 Staffing of workers
	
	   4.2.1 Advertisement of vacant
	
	   4.2.2 Shortlisting
	
	   4.2.3 Interview
	
	   4.2.4 Recruitment
	
	   4.2.5 Training
		• Written tests
		• Case Studies
		• Projects
		• Interviews/ Oral questions
		• Individual/group assignments

| | 4.2.6   Motivation | |

Suggested Methods of Instruction

- Role playing

- Group discussion

- Direct instruction

Recommended Resources for 30 Trainees

- Internet connection

- 30 GPS devices

- 30 Measuring tape

- 30 Soil testing kits

- 30 Notebooks

- 30 Computer software