

FARM MANAGEMENT PRINCIPLES

UNIT CODE: 0811 551 21A

TVET CDACC UNIT CODE: AGR/CU/EXT/CC/03/6/MA

UNIT DURATION: 80 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

By the end of this unit, the learner should be able to:

S/No	Learning Outcomes	Duration (Hours)
1.	To apply farm Planning techniques	10
2.	To control farm operations	40
3.	To manage farm resources	20
4.	To organize farm operations	10
Total		80

Learning Outcomes, Content and Suggested Assessment Methods

Learning Outcomes	Content	Suggested Assessment Methods
1. Apply farm Planning	Theory 1.1 Farm planning 1.1.1 Definition of terms	<ul style="list-style-type: none">• Written tests• Third party report• Reflection papers

techniques	1.1.2 Importance of farm planning 1.1.3 Constraints affecting farm planning 1.2 Identification of resources 1.2.1 Human 1.2.2 Financial 1.2.3 Agricultural machines 1.2.4 Agricultural inputs 1.3 Establishment of Organization farm plans 1.3.1 Strategic plan 1.3.2 Tactical plan 1.3.3 Operational plan 1.3.4 Working plan	<ul style="list-style-type: none"> • Projects • Interviews/ Oral questions • Workshop reports • Individual/group assignments • Case Studies • Practicals
2. Control farm operations	Theory 2.1 Motivation of employees 2.1.1 Definition of terms 2.1.2 Importance of motivation 2.2 Leadership 2.2.1 Definition of terms 2.2.2 Importance of good leadership 2.2.3 Qualities of good leadership 2.2.4 Leadership style 2.2.4.1 Authoritarian Leadership 2.2.4.2 Democratic Leadership 2.2.4.3 Transformational Leadership 2.2.4.4 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	<ul style="list-style-type: none"> • Written tests • Reflection papers • Projects • Interviews/ Oral questions • Workshop reports • Individual/group assignments • Practicals

	2.4.2 Staff	
3. Manage farm resources	Theory 3.1 Corporate social responsibilities <ul style="list-style-type: none"> 3.1.1 Definition of terms 3.1.2 Importance of corporate social responsibilities 3.1.3 Types of corporate social responsibilities <ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> • Written tests • Third party report • Reflection papers • Projects • Interviews/ Oral questions • Workshop reports • Individual/group assignments • Case Studies • Practicals
4. Organize farm operations	Theory 4.1 Budgeting <ul style="list-style-type: none"> 4.1.1 Definition of terms 4.1.2 Importance of budgeting 4.1.3 Types of budget <ul style="list-style-type: none"> 4.1.3.1 Partial budget 4.1.3.2 Complete budget 4.1.3.3 Cash flow budget 4.2 Staffing of workers <ul style="list-style-type: none"> 4.2.1 Advertisement of vacant 4.2.2 Shortlisting 4.2.3 Interview 4.2.4 Recruitment 4.2.5 Training 4.2.6 Motivation 	<ul style="list-style-type: none"> •

Suggested Methods of Instruction

- Role playing

- Group discussion
- Direct instruction

Recommended Resources for 25 Trainees

S/No.	Category/Item	Description/Specifications	Quantity	Recommended Ratio (Item: Trainee)
A	Learning Materials			
17.	Business Journals		5 pcs	1:5
18.	writing materials		50	2:1
19.	Charts		1	1:25
20.	PowerPoint presentations	For trainer's use		
21.	Whiteboard		1	1:25
22.	Assorted color of whiteboard markers	For trainer's use		
23.	Printers		1	1:25
24.	Projector		1	1:25
B	Learning Facilities & infrastructure			
6.	Lecture/theory room		1	1:25
7.	Agriculture lab		1	1:25
C	Tools and Equipment			
6.	Carbon filter		1	1:25
7.	Solid bowl centrifuge		1	1:25
8.	Pipe cutters		1	1:25
9.	Riser removal tool		1	1:25
10.	sprinklers		1	1:25