

PRINCIPLES OF FARM MANAGEMENT

ISCED UNIT CODE: 0811 451 07A

TVETCDACC UNIT CODE: AQ/CU/AM/CR/03/5/MA

UNIT DURATION: 180Hours

Relationship to Occupational Standards

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

Unit Description

This unit describes knowledge, skills and attitudes required to apply farm management principles. It involves applying farm management concepts, managing marketing challenges in agricultural production, and applying farm accounting techniques. It also involves application of farm planning techniques.

Summary of Learning Outcomes

By the end of this unit, the trainee will be able:

1. To apply farm management concepts
2. To manage marketing challenges in agricultural production
3. To apply farm accounting techniques
4. To apply farm planning techniques

Learning Outcomes, Content and Suggested Assessment Methods

Learning Outcomes	Content	Suggested Assessment Methods
1. Apply farm management concepts	1.1. Functions of farm management <ul style="list-style-type: none">1.1.1 Decision making1.1.2 Setting objectives1.1.3 Forecasting1.1.4 Planning1.1.5 Implementation1.1.6 Controlling 1.2 Forms of business operations <ul style="list-style-type: none">1.2.1 Sole proprietorship1.2.2 Partnerships1.2.3 Cooperatives1.2.4 Corporations1.2.5 State corporations 1.3 Concepts of human resource management <ul style="list-style-type: none">1.3.1 Interviews and recruitment1.3.2 Staff development1.3.3 Human relations and communication1.3.4 Labour retention	<ul style="list-style-type: none">• Practical• Project• Third party report• Portfolio of evidence• Written tests• Oral questioning
2. Manage		<ul style="list-style-type: none">• Practical

marketing challenges in agricultural production	<p>2.1 Risks and uncertainties</p> <ul style="list-style-type: none"> • Definition terms • Risks • Uncertainties <p>➤ Types of risks and uncertainties</p> <ul style="list-style-type: none"> ❖ Price ❖ Production risk ❖ Financial risks ❖ Government policy ❖ Individual risks ❖ Wars ❖ Earthquakes <p>2.2 Management of risks and uncertainties</p> <p>2.3 Constraints facing agricultural marketing</p>	<ul style="list-style-type: none"> • Project • Third party report • Portfolio of evidence • Written tests • Oral questioning
3. Apply farm accounting techniques	<p>Theory</p> <p>3.1 Farm records</p> <ul style="list-style-type: none"> 3.1.1 Breeding records 3.1.2 Labour records 3.1.3 Health records 3.1.4 Visitation records <p>3.2 Books of account</p> <ul style="list-style-type: none"> 3.2.1 Ledger 3.2.2 Cash book 3.2.3 Purchase journals 3.2.4 Sales journal 3.2.5 Receipt books <p>3.3 Statements of account</p> <ul style="list-style-type: none"> 3.3.1 Balance sheet 3.3.2 Income statements 3.3.3 Cash flow statement 3.3.4 Profit and loss account <p>Practical</p> <p>3.4 Prepare farm records</p> <p>3.5 Prepare books of account</p> <p>3.6 Prepare statement of account</p>	<ul style="list-style-type: none"> • Practical • Project • Third party report • Portfolio of evidence • Written tests • Oral questioning
4. Apply farm planning techniques	<p>Theory</p> <p>4.1 Farm plan</p> <p>➤ Definition of terms</p> <ul style="list-style-type: none"> ❖ Farm plan ❖ Farm budget ❖ Business plan 	<ul style="list-style-type: none"> • Practical • Project • Third party report • Portfolio of evidence • Written tests • Oral questioning

	<ul style="list-style-type: none"> Importance of farm plan <p>4.2 Preparing farm budget</p> <p>4.3 Developing business plan</p> <p>Practical</p> <ul style="list-style-type: none"> Prepare a farm plan Prepare a farm budget Develop a business plan 	
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Suggested Methods of Instruction

- Project
- Demonstration
- Practicals
- Discussions
- Direct instruction

Recommended resources for 25 trainees.

S/NO	Category/Item	Description/specification	Qty	Recommended ratio (item: trainee)
1.	Projector	EPSOM	1	1:25
2.	Whiteboard/smartboard	2.5 By 1.5.M	1	1:25
3.	Desktop/computer		1	1:25
4.	Classroom	Well-lit with 25 seats	1	1:25
5.	Business plan templates		25	1:25
6.	Business Journals		5	1:5
7.	Sets of Writing materials		25	1:25
8.	Farm management handouts		5	1:25
9.	Video clips		5	1:25
10.	Human resource	Trainer and Technician	2	1:25
11.	Library	Equipped with agricultural economics books and E-section	1	1:25