



BCATS

BUILDING, CONSTRUCTION
AND ALLIED TRADE SKILLS

Plan, monitor and check

Teacher/Tutor resource



Unit Standard 24358 (v3), Level 2

Plan and monitor the construction
of a BCATS project, and quality
check the product

3 CREDITS

BCITO
buildingpeople

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(BCITO)**

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Teaching and assessment tips

Purpose

The purpose of this unit standard is to credit learners who can:

- plan the manufacturing process for a BCATS project
- implement that plan and monitor progress and quality
- compare the final product against job specifications and identify any variances.

The student resource provides an overview of how to plan and monitor a project. You will need to provide additional guidance specific to your students' projects. You will no doubt also have your own handy techniques and resources to add to the information included in the handbook.

Please note that the Time Activity Programme included in the student resource is for illustrative purposes only. It is there to show students how the planning they're learning to do, and are recording in their Work Plan/Diary, is a good grounding for how they may later plan much bigger projects.

Students need to:

- read and/or listen to the instructions for a job and check anything they are not sure of
- work out the steps involved and write a project plan
- work out each stages' quality control methods and write these in the project plan
- work out what materials and equipment they need and write these in the project plan
- follow the project plan to construct the project
- use the quality control methods to check their work and make notes about this in the project plan
- check the finished project, compare it to the job instructions, identify any differences, and note these in the project plan.

The Learner Self-reflection sheet can be used as a useful exercises for students to support their learning through testing their knowledge. They are not required for assessment purposes.

Assessment

Planning, monitoring and checking for quality must be completed for a project. Suitable individual projects are timber garden furniture, a dog kennel, a cupboard. If a different project is selected it must be of a similar complexity. Please see the Assessment Schedule at the end of this document for specific requirements.

Information supporting assessment decisions should, wherever possible, be collected naturally as the BCATS project progresses. A Work Plan/Diary is included in the set of resources for students to record their project plan and its implementation. A copy of the completed document is to be attached to the Assessor Observation Sheet. Photographic or other evidence to show the completed project must also be attached to the Assessor Observation Sheet.

Assessment of this unit standard consists of:

- **completion of the Work Plan/Diary and**
- **completion of the project and**
- **completion of the Assessor Observation Sheet.**

Alignment with other unit standards

Developing programmes that integrate teaching and learning helps to provide students with meaningful and manageable learning opportunities. The following unit standards are not an exhaustive list of which you could include in your programme and nor should one feel obligated to offer all as linked units. Other unit standards you include will depend on your overall programme of study and what will best meets your learners' needs

Level 2

- 12932:** *Construct timber garden furniture as BCATS projects*
- 12933:** *Complete minor concrete works as a BCATS project*
- 12935:** *Construct a spaced residential timber deck up to one metre high as a BCATS project*
- 12938:** *Lay paving blocks as a BCATS project*
- 12939:** *Construct a basic retaining wall as a BCATS project*
- 25921:** *Make a cupboard with a drawer as a BCATS project*

The projects specified in the unit standards above would all be appropriate for students to contextualise the planning and monitoring requirements of US 24358.

- 22607:** *Read and interpret plans, working drawings and specifications for BCATS projects*

Knowledge of how to read and interpret plans, working drawings, and specifications will help students to plan and monitor projects.

- 24353:** *Demonstrate knowledge of and create sketches and drawings for BCATS projects*

If the student is creating their own job specifications, the sketches and drawings created as part of planning the project can contribute to one of the two required to meet US 24353 requirements.

- 24354** *Demonstrate knowledge of health and safety legislation and apply safe working practices in a BCATS environment*

Alongside the required theory component of US 24354, planning and constructing their project provides students with the opportunity to demonstrate safe practices.

24350: *Identify, select, maintain and use portable power tools for BCATS projects*

24351: *Identify, select, maintain and use specified fixed machinery in the construction of BCATS projects*

12927: *Demonstrate knowledge of, select, maintain, and use hand tools used for BCATS projects*

The project can be one of two practical projects required for each of the unit standards noted above. While students may not necessarily complete the theory aspects of the standards, they should be encouraged to document evidence of the tools and machinery they selected and used.

Assessment Schedule

US 24358 (v3) - Plan and monitor the construction of a BCATS project, and quality check the product (Level 2, Credit 3)

Candidates are required to complete **one** specified BCATS project as evidence for assessment against this unit standard. Examples of suitable projects include: wooden garden furniture, a dog kennel, a pergola or projects of similar complexity.

Outcome 1	Plan the manufacturing process for a BCATS project	Assessment evidence and judgement
PC 1.1	Job specifications are obtained and confirmed in accordance with workplace practice.	Evidence gathered from the Assessor Observation Sheet showing: <ul style="list-style-type: none"> instructions are read and/or listened to and clarified if required.
PC 1.2	Stages of the job are identified and a project plan is produced in accordance with project requirements and workplace practice.	Evidence gathered from the Work Plan/Diary and Assessor Observation Sheet showing: <ul style="list-style-type: none"> stages of the plan are correctly identified project plan is produced.
PC 1.3	Quality control procedures to be used during production are identified in accordance with project requirements.	Evidence gathered from the Work Plan/Diary and Assessor Observation Sheet showing: <ul style="list-style-type: none"> correct identification of quality control procedures.
PC 1.4	Material and equipment requirements are established in accordance with project requirements.	Evidence gathered from the Work Plan/Diary showing: <ul style="list-style-type: none"> material and equipment requirements.
Outcome 2	Implement project plan, and monitor progress and quality of manufacturing process and product	Assessment evidence and judgement
PC 2.1	Stages of production process are implemented in accordance with the project plan, and amendments documented.	Evidence gathered from the Work Plan/Diary and Assessor Observation Sheet showing: <ul style="list-style-type: none"> Stages of production process are correctly implemented.
PC 2.2	Identified quality control procedures are implemented during the production process in accordance with workplace practice.	Evidence gathered from the Work Plan/Diary and Assessor Observation Sheet showing: <ul style="list-style-type: none"> quality control methods are implemented.
Outcome 3	Compare the final product against job specifications and identify any variances	Assessment evidence and judgement
PC 3.1	Product is checked and measured against the BCATS project documentation.	Verified evidence of a completed project. <p>Evidence gathered from the Work Plan/Diary and Assessor Observation Sheet showing:</p> <ul style="list-style-type: none"> finished project is checked and compared to job instructions.
PC 3.2	Any variances between the product and the job specifications are identified, and remedial actions required for product to meet quality control requirements are identified.	Evidence gathered from the Work Plan/Diary and Assessor Observation Sheet showing: <ul style="list-style-type: none"> any variances are identified any remedial action identified to meet quality control requirements.