**Learner Unit Achievement Checklist**

**SEG Awards Level 5 Diploma in Quantity Surveying**

**610/2942/7**

###### SEG Awards Level 5 Diploma in Quantity Surveying

## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**K/650/7761 Construction Management - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Explain how construction planning is undertaken and the approaches taken by a company**1.2** Schedule construction operations**1.3** Create a programme of work for a simple building |  |  |  |  |
| **2.1** Use industry standard software to prepare construction programmes for various complex buildings**2.2** Evaluate industry standard software to prepare construction programmes for various complex buildings |  |  |  |  |
| **3.1** Explain how a company prepares and executes its health and safety plans**3.2** Prepare reports on the health and safety implications associated with proposed construction works including the preparation of risk assessments and method statements |  |  |  |  |
| **4.1** Explain the use of digital technology within a company**4.2** Evaluate the use of digital technology and its impact on construction performance, components and processes |  |  |  |  |

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**L/650/7762 Construction Technology 2 - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Identify the key characteristics of different construction materials**1.2** Explain how the materials identified in 1.1 can be used in structure, fabric, components and finishes of complex buildings |  |  |  |  |
| **2.1** Identify the key characteristics of different building services installations of complex buildings |  |  |  |  |
| **3.1** Identify three aspects of a design that demonstrate innovation by emerging technologies**3.2** Assess how performance requirements of building elements and emerging technologies inform technical innovation and the development of new materials and processes for complex buildings |  |  |  |  |
| **4.1** Explain the main regulatory frameworks that affect the design of construction of complex buildings**4.2** Explain the main legal frameworks that affect the design of construction of complex buildings |  |  |  |  |

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**M/650/7763 Contract Practice - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Define the principal forms of procurement**1.2** Evaluate the principal forms of procurement**1.3** Prepare reports on the choice of procurement for specific projects |  |  |  |  |
| **2.1** Explain the standard forms of contract and supporting documentation**2.2** Prepare reports on the appropriateness of their use |  |  |  |  |
| **3.1** Define the various forms of progress payments and financial statements**3.2** Prepare financial control statements appropriate for use during the progress of a project |  |  |  |  |
| **4.1** Explain the process of preparing final accounts for construction projects**4.2** Prepare appropriate statements of final accounts at the end of a project |  |  |  |  |

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**R/650/7764 Financial Management 1 - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Define the principal models of tendering**1.2** Explain the use of models described in 1.1 on supporting documentation and preparing reports on tender evaluation |  |  |  |  |
| **2.1** Interpret the various methods of calculating unit rates for inclusions in tenders based on quantities**2.2** Prepare calculations for unit rates based on methods described in 2.1 and reports on tender adjudication and bidding strategy for various scenarios |  |  |  |  |
| **3.1** Assess the relationship between design and cost for construction work |  |  |  |  |
| **4.1** Interpret various methods available for providing financial advice to a client**4.2** Prepare approximate estimates, cost plans and budget forecasts for various types of construction projects |  |  |  |  |

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**T/650/7765 Measurement 2 - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Explain the process of calculating quantities for complex buildings including the elements of substructures, walls, floors, roofs, finishes and components**1.2** Prepare quantities for complex buildings as described in 1.1 |  |  |  |  |
| **2.1** Explain the process of calculating quantities for complex building systems including water, electrical, heating and ventilation, waste soil and drainage**2.2** Prepare quantities for complex systems as described in 2.1 |  |  |  |  |

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**Y/650/7766 Quantity Surveying Project - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Prepare reports providing appropriate advice to clients regarding procurement and tendering strategies for a complex project**1.2** Respond to correspondence regarding procurement and tender strategies |  |  |  |  |
| **2.1** Prepare approximate estimates for alternative schemes and make recommendations to the client**2.2** Respond to correspondence regarding an approximate estimate |  |  |  |  |
| **3.1** Prepare detailed quantities for a part of the chosen scheme together with appropriate tender documentation**3.2** Respond to correspondence regarding detailed quantities |  |  |  |  |
| **4.1** Compile pricing documentation based on unit rates and detailed quantities**4.2** Prepare a report on bidding strategy for a tenderer**4.3** Respond to correspondence regarding advice on tendering |  |  |  |  |
| **5.1** Prepare interim valuations, forecast of final cost, valuation of variations and statements of final accounts**5.2** Respond to correspondence regarding advice on valuations and final accounts |  |  |  |  |

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