

**Learner Unit Achievement Checklist**

**SEG Awards Level 3 Diploma in Quantity Surveying**

**610/3279/7**

###### SEG Awards Level 3 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.

**J/650/8561 Introduction to Design of Construction - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Identify the various roles involved in constructing and designing a building  **1.2** Explain the various roles involved in constructing and designing a building |  |  |  |  |
| **2.1** Describe the purpose of a design brief  **2.2** Describe a simple building that addresses the design brief prescribed site  **2.3** Explain how to prepare and produce a basic digital information design proposal |  |  |  |  |
| **3.1** Describe the characteristics of different key materials used in the construction of a simple building  **3.2** Describe how the key materials can be used in the construction of a simple building |  |  |  |  |
| **4.1** Describe the importance of a brief specification for a simple building  **4.2** Describe how to prepare a brief specification for a simple building  **4.3** Prepare a brief specification of materials and workmanship to be used for a simple building |  |  |  |  |

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| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

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| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.

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

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**K/650/8562 Introduction to the Management of Construction - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Describe the different types of business organisations that would be involved in the construction project  **1.2** Explain the purpose of a standard accounting report |  |  |  |  |
| **2.1** Describe the law of contract in the context of a building project  **2.2** Explain three different breaches of construction law |  |  |  |  |
| **3.1** Describe two methods for the planning of a building project  **3.2** Prepare a programme of work for a simple building |  |  |  |  |
| **4.1** Explain how to assess health and safety implications when constructing a simple building  **4.2** Prepare a health and safety plan for the building project |  |  |  |  |

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## 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.

**L/650/8563 Quantity Surveying Project - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Describe the key elements when preparing an approximate estimate for a simple construction project  **1.2** Prepare an approximate construction estimate for your project  **1.3** Respond to correspondence regarding an approximate estimate |  |  |  |  |
| **2.1** Identify the key components when setting and creating an appropriate budget for a construction project  **2.2** Prepare an appropriate construction budget for your project  **2.3** Prepare, produce, and respond to correspondence regarding setting the budget |  |  |  |  |
| **3.1** Identify the quantities required for use in the project  **3.2** Produce a tender detailing the required quantities for the project  **3.3** Prepare, produce, and respond to correspondence regarding the detailed quantities |  |  |  |  |
| **4.1** Describe how to compile and produce pricing documentation based on unit rates and detailed quantities  **4.2** Prepare a pricing document based on unit rates and detailed quantities  **4.3** Prepare, produce, and respond to the tenderer detailing project price including all required quantities |  |  |  |  |

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