

# **ASSESSMENT GUIDELINES**

## **Unit 22197**

Prepare concept and preliminary documentation  
for landscape design work

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Level 5, Credit 17, version 1

# Prepare concept and preliminary documentation for landscape design work

Unit standard 22197

Level 5, Credit 17, Version 1

## Level of performance required for this unit standard

This is a level 5 unit standard. At this level trainees are expected to demonstrate the following abilities when completing assessment tasks:

- To work within broad general guidelines; with responsibility for the achievement and standard of the outcome.
- To apply a wide range of technical skills, knowledge, and innovation to complete the task to the specified standard, in a variety of familiar and unfamiliar, routine and non-routine contexts.
- To analyse and interpret a wide range of data, and make an informed judgment.

## Workplace assessment:

For guidelines on Workplace Assessment, please refer to the NZHITO Workplace Assessors Manual, and for further information, please contact: NZHITO, P O Box 8638, Christchurch. Ph 03 9644 735, Fax 03 9644 737, Website [www.hortito.org.nz](http://www.hortito.org.nz)

## Special notes:

1. For the purpose of assessment against this unit standard, the drawing prepared should be for a simple landscape design that includes both planting and construction features on a relatively flat site.
2. *Design enterprise standards and/or procedures* may include but are not limited to quality assurance, documentation, security, communication, health and safety, ethics, interpersonal behaviour and design practice image. An acceptable standard would be comparable to ISO9000 certified enterprises and /or organisations, and those standards set by an incorporated professional or trade body such as Landscape Industries Association of New Zealand or New Zealand Institute of Landscape Architects.
3. Legislation relevant to the client's needs and requirements may include but is not limited to the Health and Safety in Employment Act 1992, Building Act 2004, Consumer Guarantees Act 1993, Fair Trading Act 1986, Privacy Act 1993, and the Resource Management Act 1991.
4. Design work requiring certification will be undertaken by a registered engineer.

## Unit 22197: Prepare concept and preliminary documentation for landscape design work (Apprentice copy)

ELEMENT	Competent	Range of evidence an assessor should consider
<b>Element 1</b> Demonstrate knowledge of design elements and principles in landscape work	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Describe landscape components. Range of components may include but is not limited to - landform, water, structures, plant material, space/void.</li> <li>▪ Describe design elements. Range of design elements may include but is not limited to - point, line, shape, form, colour, texture, sound, scent.</li> <li>▪ Describe design principles in terms of their application to design elements and landscape components. Range may include but is not limited to - unity, repetition, balance, pattern, simplicity, variety, emphasis, sequence, rhythm, movement, circulation, scale, proportion.</li> </ul>
<b>Element 2</b> Analyse selected landscape work. Range – minimum of two commercial and two domestic selections	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Describe each site in terms of its relationship with the surrounding landscape and the community environment. Range: zoning, neighbouring character, compatibility of land use, access, views.</li> <li>▪ Describe each site in terms of its spatial relationships. Range of relationships includes: spatial functions, indoor/outdoor linkage, courtyard and outdoor rooms, access and circulation patterns, vistas, borrowed views.</li> <li>▪ Describe each site in terms of the effects and success of the design principals and elements employed.</li> </ul>
<b>Element 3</b> Analyse a selected landscape design proposal	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Identify elements that define the scope of the brief and explain them in terms of the reasons for their inclusion. Range may include but is not limited to – requirement clarification, constraints, possibilities, information gathering.</li> <li>▪ Identify elements that show the application of design analysis and explain them in terms of their reason for their inclusion. Range may include but is not limited to – sorting, evaluating, exploring alternative solutions, co-ordinating specialist input.</li> <li>▪ Identify the presentation methods used and explain them in terms of the function of each in communicating with the client. Range may include but is not limited to – drawings, written notes, models, verbal presentation.</li> </ul>
<b>Element 4</b> Develop design solutions for a landscape site	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Prepare a site plan to communicate the outcomes of the site analysis.</li> <li>▪ Develop function diagrams to meet user needs taking into account the sites limitations and opportunities.</li> <li>▪ Ensure the function areas meet the users needs in terms of scale, linkages, separation and definition.</li> <li>▪ Develop concept plans and preliminary drawings that show evidence of the exploration or design principles used in resolution of design problems.</li> </ul>
<b>Element 5</b> Present concept and preliminary drawings with supporting materials to clients for discussion	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Adopt procedures for the development of information of information to be presented, in accordance with design enterprise standards.</li> <li>▪ Assemble documentation that supplements the drawings and present this to the client to enhance their understanding, in accordance with workplace procedures.</li> <li>▪ Make provisions to document and address any of the client responses to the drawings and supporting material in accordance with design enterprise requirements.</li> </ul>

\_\_\_\_\_ (Name of Apprentice)

is **Competent / Not yet competent** in Unit Standard 22197. (version 1)

**Signed (Assessor):** \_\_\_\_\_

WPA Registration Number: \_\_\_\_\_ Date: \_\_\_\_\_

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\_\_\_\_\_  
*(Name of Apprentice)*

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**Signed (Assessor):** \_\_\_\_\_

WPA Registration Number: \_\_\_\_\_ Date: \_\_\_\_\_

Please send this page to your NZHITO Regional Manager, who will forward it to National Office to register the credits on your NZQA Record of Learning.

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**Signed (Assessor):**

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WPA Registration Number: \_\_\_\_\_

Date: \_\_\_\_\_