

Issued: June 21, 2013

Program: **Landscape Horticulturist**

To: ITA Training Providers
HortEducationBC (HEBC)
All School Districts

RE: **OPSN 2013 010**
ITA STANDARDIZED LEVEL EXAMS

Timing: Effective: September 1, 2013

Information: Please be advised that effective September 1, 2013, the Industry Training Authority (ITA) will be launching Standardized Level Examinations for Landscape Horticulturist Levels 1, 2 & 3.

All Landscape Horticulturist Levels 1, 2 & 3 classes completing training sessions after September 1, 2013 will be scheduled to write an ITA Standardized Level Examination.

Background

In 2012, ITA started launching ITA Standardized Level Examinations for a number of programs. For each level of technical training that includes an ITA Standardized Level Exam, a training provider in-school percentage score and a standardized level exam percentage score will be blended to produce a final percentage score. The in-school percentage score will be multiplied by 80% and the exam percentage score will be multiplied by 20%. The two blended (80/20) scores will be added by ITA Direct Access to produce a final percentage score for the level of training.

***Scheduling
Landscape
Horticulturist
Level Exams***

The Landscape Horticulturist Level 1, 2 & 3 exams should be requested by training providers via the usual ITA procedure: training providers are required to complete an ITA Examination Request form six weeks prior to the exam scheduled date.

Landscape Horticulturist classes will write the standardized level exams through an online computer-based platform. (Paper-based exams will only be available by special request.) The benefits of moving to an online platform include:

- Immediate processing of exam results and a quicker turnaround for exam marks,
- Increased exam protection and security with the removal of paper-based exams,
- The ability to “scramble” questions which enhances security of the exam as questions will be presented in a different sequence for each candidate,
- Colour diagrams can be easily reproduced,

- Diagrams in the exams can be manipulated to clarify details, i.e., zoom-in capabilities, and
- A consistent evaluation process for all examinations with the ability to quickly modify or remove questions as required.

Requesting a class writing of online exams must be noted on the ITA Examination Request form. Scheduling and booking an appropriate computer laboratory facility with internet access for the planned exam date must be undertaken by the training provider. The computer facility is required for a minimum of four hours and the room location of the computer laboratory must be noted on the ITA Examination Request form.

**Training
Provider
Component**

Instructors are expected to follow the *Grading Sheet: Subject Competencies and Weightings* table found on pages 5-8 to calculate the final in-school percentage score. Instructors then enter the final in-school percentage score in ITA Direct Access.

Training providers delivering Landscape Horticulturist Levels 1, 2, 3 & 4 in-school technical training are required to enter an in-school percentage score for each apprentice into ITA Direct Access.

**In-School
Technical
Training
Percentage
Score**

As per the *Grading Sheet: Subject Competencies and Weightings* table, the in-school percentage score for Landscape Horticulturist Levels 1, 2, 3 & 4 is calculated from a percentage weighting of theory and practical assessments within each level training topic.

To calculate the in-school percentage score for:

Landscape Horticulturist Levels 1, 2, 3 & 4:

- Total the level theory column competency score as noted in the competencies and weightings tables and multiplying the total by 30% to produce a weighted theory score;
- Total the level practical column competency results as noted in the competencies and weightings tables and multiplying the total by 70% to produce a weighted practical score;
- Add the weighted theory and practical competency scores together to determine the final in-school percentage score for each level; and
- After completing the final percentage score for the level on each apprentice enter the score into ITA Direct Access.

ITA Component:

ITA will enter the standard level examination percentage score in ITA Direct Access.

**Standardized
Levels 1, 2 & 3
Exam
Percentage
Score**

**Calculating the
final percentage
mark for Levels
1, 2 & 3**

Once the training provider has entered the in-school percentage score and ITA has entered the exam percentage score, ITA Direct Access will automatically calculate the final percentage score. This final percentage score is calculated by blending the standardized level exam percentage score and the in-school technical training percentage score.

The in-school technical training percentage score is multiplied by 80% and the ITA Standardized Level Exam percentage score is multiplied by 20%. These two scores are combined to determine the final level percentage score. This result is the final percentage score that is recorded in ITA Direct Access.

A score of 70% or greater is required to pass Landscape Horticulturist Levels 1, 2 & 3 when the final in-school percentage score and the final ITA Standardized Level Exam percentage score are blended.

Calculating the Final Percentage Score for Level 4

The Landscape Horticulturist Level 4 technical training does not have an ITA Standardized Level Exam. The final percentage score for each apprentice is based on the in-school technical training mark. Instructors are expected to follow the *Grading Sheet: Subject Competencies and Weightings* table to produce a final percentage score for each apprentice.

Program Results and Eligibility

After the in-school percentage score and the exam percentage score are blended and a final percentage score is placed into ITA Direct Access, there will be situations where an apprentice will have to repeat one of or both the in-school training and exam in order to achieve the required 70% to pass Landscape Horticulturist Levels 1, 2 & 3.

In the event that this does occur, the following table outlines the three scenarios an apprentice may encounter once the 80/20 blending is applied and the final score is less than 70%.

<p>Scenario 1</p> <p>The apprentice receives less than 70% for the in-school session and 70% or greater on the Landscape Horticulturist level exam resulting in a final score of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Re-take the Landscape Horticulturist level in-school technical training. • Receive credit for the exam.
<p>Scenario 2</p> <p>The apprentice receives 70% or greater for the in-school session and less than 70% on the Landscape Horticulturist level exam resulting in a final score of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Receive credit for the in-school technical training. • Re-write the Landscape Horticulturist level exam per ITA exam re-write policy.
<p>Scenario 3</p> <p>The apprentice receives less than 70% for the in-school session and less than 70% on the Landscape Horticulturist level exam resulting in a final score of less than 70%.</p>	<p>The apprentice will:</p> <ul style="list-style-type: none"> • Re-take the Landscape Horticulturist level in-school technical training. • Re-write the Landscape Horticulturist level exam per ITA exam re-write policy.

Horticulture Technician Foundation Program

Horticulture Technician Foundation students are required to successfully complete the Level 1 and 2 Landscape Horticulturist exams as a completion requirement to achieve their Certificate of Completion.

Students completing the Horticulture Foundation program will have a percentage score put into ITA Direct Access for each of the bullets listed below.

- The Horticulture Technician Foundation program and
- The Level 1 and Level 2 ITA standardized exams.

Once the candidates have completed the Foundation program, training providers are required to submit a percentage score for the in-school component of the Foundation program. The marks are to be submitted to ITA's Training Provider Contact.

The ITA will administer and invigilate the Level 1 and Level 2 exams, score and record exam results in ITA Direct Access. ITA will enter the in-school percentage score and standard level examination percentage scores in ITA Direct Access – trainingprovidercontact@itabc.ca

Once an in-school Foundation percentage score and the Level 1 and 2 exam scores have been entered into ITA Direct Access, the system will automatically calculate the final percentage score. The final score for the Foundation program is determined by blending the in-school percentage score and the two exam scores. The in-school percentage score is multiplied by 80% and the two exam percentage scores are multiplied by 20%. These three scores are combined to determine the final Foundation percentage score.

Foundation students will be required to have an ITA Direct Access registration number prior to writing the Level 1 exam. Training providers are required to have students complete an ITA Direct Access Registration form available on www.itabc.ca. These forms should be submitted together with the Exam Request Form to the ITA six weeks prior to the scheduled exam date. Foundation candidates will be required to write both the Level 1 and Level 2 exams.

A final score of 70% or greater is required to pass Landscape Horticulturist Foundation program.

***Interprovincial
(Red Seal) Exam***

In order to achieve certification, Landscape Horticulturist apprentices are required to write the Landscape Horticulturist Interprovincial (Red Seal) exam after completing all levels of in-school technical training.

Apprentices must have passed all levels of in-school technical training to sit the exam. A score of 70% or greater is required for a pass.

Interprovincial (Red Seal) exams should be requested by training providers via the usual ITA procedure.

The ITA will administer and invigilate Interprovincial (Red Seal) exams and score and record exam results in ITA Direct Access.

***Follow-up:
ITA
Communication***

ITA will be hosting a conference call for interested participants who wish to discuss this Landscape Horticulturist OPSN on Monday, July 15th at 11:00 a.m. Participants can dial-in at 1-866-323-9093. After dialing the number you will need to link into the call by pressing 2023696.

***For more
information
contact:***

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cc: ITA Staff

Grading Sheet: Subject Competency and Weightings

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS COURSE CODE:		LANDSCAPE HORTICULTURIST LEVEL 1 0066LHCE01	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
A	Uses Occupational Skills (15%)	5%	20%
B	Uses and Maintains Tools and Equipment (25%)	15%	35%
C	Organizes Work (10%)	10%	10%
E	Analyzes and Maintains Plant Health/Performs Pre-Construction Activities (50%)	70%	35%
	Total	100%	100%
LANDSCAPE HORTICULTURIST in-school theory & practical subject competency weighting.		30%	70%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 20%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 80%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.		IN-SCHOOL%	

Calculated by ITA: In-school Mark ITA Direct Access calculates the percentage weighting once the in-school mark is entered. The in-school percentage score is multiplied by:	80%
Calculated by ITA: Standard Level Exam Mark ITA Direct Access will calculate the percentage weighting once the standard level exam percentage score have been entered. The exam score is multiplied by:	20%
Calculated by ITA: Final Mark The final percentage score is calculated by ITA Direct Access.	FINAL%

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS COURSE CODE:		LANDSCAPE HORTICULTURIST LEVEL 2 0066LHCE02	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
A	Uses Occupational Skills (10%)	10%	20%
B	Uses and Maintains Tools and Equipment (20%)	10%	30%
C	Organizes Work (20%)	10%	20%
E	Analyzes and Maintains Plant Health/Performs Pre- Construction Activities (50%)	70%	30%
	Total	100%	100%
LANDSCAPE HORTICULTURIST in-school theory & practical subject competency weighting		30%	70%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 20%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 80%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.		IN-SCHOOL%	

Calculated by ITA: In-school Mark ITA Direct Access calculates the percentage weighting once the in-school mark is entered. The in-school percentage score is multiplied by:	80%
Calculated by ITA: Standard Level Exam Mark ITA Direct Access will calculate the percentage weighting once the standard level exam marks have been entered. The exam score is multiplied by:	20%
Calculated by ITA: Final Mark The final mark is calculated by ITA Direct Access.	FINAL%

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS COURSE CODE:		LANDSCAPE HORTICULTURIST LEVEL 3 0066LHCE03	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
B	Uses and Maintains Tools and Equipment (5%)	5%	10%
C	Organizes Work (10%)	15%	10%
D	Participates in Sales and Marketing (1%)	5%	-
E	Analyzes and Maintains Plant Health (24%)	35%	15%
F	Performs Pre-Construction Activities (10%)	10%	10%
H	Installs Hardscape (30%)	10%	30%
I	Maintains Softscapes (15%)	15%	20%
J	Maintains Hardscape (5%)	5%	5%
	Total	100%	100%
LANDSCAPE HORTICULTURIST in-school theory & practical subject competency weighting		30%	70%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 25%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 75%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.		IN-SCHOOL%	

Calculated by ITA: In-school Mark ITA Direct Access calculates the percentage weighting once the in-school mark is entered. The in-school percentage score is multiplied by:	80%
Calculated by ITA: Standard Level Exam Mark ITA Direct Access will calculate the percentage weighting once the standard level exam marks have been entered. The exam score is multiplied by:	20%
Calculated by ITA: Final Mark The final mark is calculated by ITA Direct Access.	FINAL%

PROGRAM: IN-SCHOOL TRAINING: ITA DIRECT ACCESS COURSE CODE:		LANDSCAPE HORTICULTURIST LEVEL 4 0066LH04	
LINE	TRAINING TOPICS & SUGGESTED TIME ALLOCATION	THEORY WEIGHTING	PRACTICAL WEIGHTING
B	Uses and Maintains Tools and Equipment (5%)	2%	5%
C	Organizes Work (1%)	3%	5%
D	Participates in Marketing and Sales (10%)	15%	5%
E	Analyzes and Maintains Plant Health (20%)	30%	10%
F	Performs Pre-Construction Activities (10%)	10%	5%
G	Installs Softscapes (30%)	25%	40%
I	Maintains Softscapes (24%)	15%	30%
	Total	100%	100%

Calculated by the Training Provider:		
Landscape Horticulturist in-school theory & practical subject competency weighting	30%	70%
Calculated by the Training Provider: Multiply the total percentage scores in the theory column for each of the theory topics and multiply by 25%. Multiply the total percentage scores in the practical column for each of the theory topics and multiply by 75%. Add the two percentage scores to achieve a final percentage score for the level. This final percentage score is entered into ITA Direct Access.	IN-SCHOOL FINAL %	

All apprentices who complete Level 4 of the Landscape Horticulturist program with a FINAL level mark of 70% or greater will write the Interprovincial Red Seal examination as their final assessment.

ITA will enter the apprentices' Landscape Horticulturist Red Seal Interprovincial examination mark in ITA Direct Access. A minimum mark of 70% on the examination is required for a pass.