# SCOTTISH QUALIFICATIONS AUTHORITY

## Scottish Group Award Specifications

| SGA in: | **Hospitality** | | |
|---------|-----------------|---|---|
| **Level:** | **Intermediate 2** | **Code:** | **G5AL 11** |

## Summary of requirements

# SGA in Hospitality at Intermediate 2

### National Courses and Units required*

*1 mandatory National Course (4 credits) at Intermediate 2:*
Hospitality – General Operations

*Details in specific section*

**plus**

*1 National Course (4 credits) at Intermediate 2 from:*
Hospitality – Practical Cookery
Hospitality – Professional Cookery
Hospitality – Reception and Accommodation Operations
French
German
Italian
Russian
Spanish

*Details in specific section*

**plus**

*8 credits at minimum of Intermediate 1*

*Details in specific section*

**Total 16 credits**

### Core skills required*

*The above must include or cover:*
5 core skills at Intermediate 1

*Details in specific section*

*See Important Note on page 4.

# Rules for credit contribution

**Important Note\*     Achievement above the minimum requirements**

The specification shows the **minimum** requirements for this SGA. Where possible, centres may wish to encourage candidates to exceed this minimum. Candidates achieving above the minimum specification will have this achievement recorded on their Scottish Qualifications Certificate.
For example the following can be achieved above the minimum requirement:

- Core Skills at levels above those specified
- more National Courses and Units at Intermediate 2 instead of the credits at Intermediate 1
- National Course grades, eg grade A or B instead of grade C
- more than the required two National Courses, in which case each additional course completed counts as four credits

## Hierarchies

-  courses and units can be substituted by those with the same title at a higher level,
  eg Food Hygiene (Int 2) can be substituted by Food Hygiene (H) (See Section C)

## Double counting

- courses and units with the same title at different levels cannot both contribute credits to the SGA,
  eg **either** Hospitality – Professional Cookery (Int 2) **or** Hospitality – Professional Cookery (H)

- courses at the same level in the same subject cannot both contribute credits to the SGA,
  eg **either** the National Course in French at Intermediate 2 **or** Standard Grade French at Credit Level. (See Section D)

- same course with different grades cannot both contribute credits to the SGA,
  eg **either** Hospitality – General Operations (Int 2) at grade A **or** Hospitality – General Operations (Int 2) at grade C

## Gaelic (Learners) and Gàidhlig

- Gaelic (Learners) and Gàidhlig courses cannot both contribute credits to the SGA

- Candidates can choose **either** the Gaelic (Learners) or Gàidhlig course, not both

# Specific section

A

This section specifies: mandatory courses, mandatory units, mandatory combinations of courses and/or units, mandatory core skill requirements and optional courses and units.

*Mandatory unit of a course.   †Optional unit of a course.   All other units are free-standing National Units.
[ ]Bracketed numbers indicate the former coding for these unrevised National Units.

| Course/unit no | Course/unit title | Credits |
|---|---|---|
| **One mandatory National Course:** | | |
| C049 11 | Hospitality – General Operations (Int 2) | 4 |
| **plus one National Course from:** | | |
| C050 11 | Hospitality – Practical Cookery (Int 2) | 4 |
| C051 11 | Hospitality – Professional Cookery (Int 2) | 4 |
| C052 11 | Hospitality – Reception and Accommodation Operations (Int 2) | 4 |
| C059 11 | French (Int 2) | 4 |
| C060 11 | German (Int 2) | 4 |
| C061 11 | Italian (Int 2) | 4 |
| C062 11 | Russian (Int 2) | 4 |
| C063 11 | Spanish (Int 2) | 4 |

**Total credits required: 8**

**plus any combination of courses, component units and free-standing units to gain eight credits (at minimum Int 1) from:**

**Cookery**

Component unit of Professional Cookery course:

| D290 12 | *Integrated Production Cookery (H) | 1 |
|---|---|---|

Free-standing National Units:

| D0SX 11 | Cold Preparations (Int 2) [5130016] | 1 |
|---|---|---|
| D0TD 11 | Control of Cookery Processes (Int 2) [5130256] | 1 |
| D0TH 11 | Creative Cookery 1 (Int 2) [5130296] | 0.5 |
| D0RM 10 | Introduction to Cake Decoration (Int 1) | 1 |
| D0TC 11 | Pastry (Int 2) [5130246] | 1 |
| D0RS 10 | Introduction to Craft Baking (Int 1) [3231994] | 1 |
| D0TJ 10 | Organisation of Practical Skills 2 (Int 1) [5130326] | 1 |

maximum of two credits allowed <u>from the following six units</u>

| D0T7 12 | Meat and Poultry 2 (H) [5130166] | 1 |
|---|---|---|
| D0SY 11 | Dairy Foods and Eggs (Int 2) [5130046] | 0.5 |
| D0T0 11 | Fish and Shellfish (Int 2) [5130056] | 0.5 |
| D0T1 11 | Fruit and Vegetables (Int 2) [5130076] | 0.5 |
| D0T6 11 | Meat and Poultry 1 (Int 2) [5130156] | 1 |
| D0TB 11 | Stocks and Sauces (Int 2) [5130226] | 1 |

| Course/unit no | Course/unit title | Credits |
|---|---|---|

### Food and Drinks Service

Component unit of Food and Drink Service course:

| D280 12 | *Service of Food and Drink - Table (H) | 2 |
|---|---|---|

Component unit of Hospitality Event Supervision course:

| D0T4 12 | †Bar Service (H) [5130136] | 1 |
|---|---|---|

Free-standing National Units:

| D0T5 11 | Cocktails (Int 2) [5130146] | 0.5 |
|---|---|---|
| D0T2 11 | Function Waiting (Int 2) [5130086] | 0.5 |
| D0T3 11 | Introduction to Alcoholic Beverages (Int 2) [5130100] | 1 |
| D0TA 11 | Silver Service (Int 2) [5130216] | 1 |

### General Hospitality

Free-standing National Units:

| D0SG 11 | Consumer Studies (Int 2) [5120057] | 1 |
|---|---|---|
| D670 11 | Hospitality Costing (Int 2) | 1 |
| D0PX 11 | Quality Practice in the Workplace: An Introduction (Int 2) [2280014] | 1 |
| D11N 11 | Working Safely (Int 2) [7160036] | 0.5 |
| D0TY 10 | Personal Presentation (Int 1) [5150014] | 1 |

### Reception and Accommodation

Component unit of Accounting and Finance course:

| D001 10 | *Recording of Financial Transactions (Int 1) | 1 |
|---|---|---|

Component unit of Administration course:

| D009 10 | *Word Processing 1 (Int 1) | 1 |
|---|---|---|

Free-standing National Units:

| D0TP 11 | Billing in the Hotel and Catering Industry 1 (Int 2) [5140030] | 1 |
|---|---|---|
| D0TN 11 | Cleaning Agents (Int 2) [5140026] | 0.5 |
| D0TW 11 | Provision of Laundry Service (Int 2) [5140116] | 0.5 |
| D0TX 11 | Provision of Linen Supply (Int 2) [5140126] | 1 |
| EF0R 11 | Surfaces and Cleaning Procedures (Int 2) | 1 |
| D0TS 10 | Cleaning of the Work Place (Int 1) [5140056] | 0.5 |

### Tourism

Component units of Travel and Tourism course:

| D438 11 | *Travel and Tourism: An Introduction (Int 2) | 2 |
|---|---|---|
| D441 11 | †Interacting with Customers (Int 2) | 1 |

### Core Skills

Free-standing National Units:

| D01B 10 | Communication (Int 1) | 1 |
|---|---|---|
| D01C 10 | Numeracy (Int 1) | 1 |
| D01D 10 | Information Technology (Int 1) | 1 |
| D01E 10 | Problem Solving (Int 1) | 1 |
| D01F 10 | Working with Others (Int 1) | 1 |

| Course/unit no | Course/unit title | Credits |
|---|---|---|

maximum of four credits allowed <u>from one or more of the following three options</u>

English/ Gàidhlig

Course:

| C039 11 | English and Communication (Int 2) | 4 |
|---|---|---|

Component units of course:

| D208 11 | *Language Study (Int 2) | 1 |
|---|---|---|
| D209 11 | *Literary Study (Int 2) | 1 |
| D212 11 | †Critical Listening (Int 2) | 0.5 |
| D211 10 | †Group Discussion (Int 1) | 0.5 |
| D210 10 | †Individual Presentation (Int 1) | 0.5 |
| D214 10 | †Specialist Study: Language (Int 1) | 0.5 |
| D213 10 | †Specialist Study: Literature (Int 1) | 0.5 |
| D215 10 | †Specialist Study: Oral Communication (Int 1) | 0.5 |

Course:

| C041 10 | Gàidhlig (Int 1)[1] | 4 |
|---|---|---|

Component units of course:

| D232 10 | *Appreciative Language Skills (Int 1) | 1 |
|---|---|---|
| D231 10 | *Expressive Language Skills (Int 1) | 1 |
| D230 10 | *Interpretative Language Skills (Int 1) | 1 |

[1]See Rules for credit contribution

Modern Languages other than English/Gàidhlig

Courses:

| C059 10 | French (Int 1) | 4 |
|---|---|---|
| C040 10 | Gaelic (Learners) (Int 1)[1] | 4 |
| C060 10 | German (Int 1) | 4 |
| C061 10 | Italian (Int 1) | 4 |
| C062 10 | Russian (Int 1) | 4 |
| C063 10 | Spanish (Int 1) | 4 |

Any component units of any modern languages course at Intermediate 1

Any free-standing National Units in modern languages at Intermediate 1

[1]See Rules for credit contribution

Work Experience

Free-standing National Unit:

| D36H 11 | Work Experience (Int 2) | 1 |
|---|---|---|

Specific SVQs can contribute credits to this SGA. (See Section E)

Total credits required: 8

*16 credits*

## ** Core skills requirement

Communication at Intermediate 1
Numeracy at Intermediate 1
Information Technology at Intermediate 1
Problem Solving at Intermediate 1
Working with Others at Intermediate 1

** See Section B for core skills details.

# Rules for credit contribution

**Important Note\***      **Achievement above the minimum requirements**

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- Core Skills at levels above those specified
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## Hierarchies

- courses and units can be substituted by those with the same title at a higher level, eg Food Hygiene (Int 2) can be substituted by Food Hygiene (H) (See Section C)

## Double counting

- courses and units with the same title at different levels cannot both contribute credits to the SGA, eg **either** Hospitality – Professional Cookery (Int 2) **or** Hospitality – Professional Cookery (H)

- courses at the same level in the same subject cannot both contribute credits to the SGA, eg **either** the National Course in French at Intermediate 2 **or** Standard Grade French at Credit Level. (See Section D)

- same course with different grades cannot both contribute credits to the SGA, eg **either** Hospitality – General Operations (Int 2) at grade A **or** Hospitality – General Operations (Int 2) at grade C

## Gaelic (Learners) and Gàidhlig

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- Candidates can choose **either** the Gaelic (Learners) or Gàidhlig course, not both

## Core skills                                                                    B

To achieve this SGA, all candidates **must achieve** the following core skills:

| Core skill | Level |
|---|---|
| Communication | Intermediate 1 |
| Numeracy | Intermediate 1 |
| Information Technology | Intermediate 1 |
| Problem Solving | Intermediate 1 |
| Working with Others | Intermediate 1 |

One or more core skills units in this SGA may be automatically certificated through mandatory courses and units. Where this is the case, the corresponding core skill unit in this section cannot be counted towards the SGA.

Candidates can achieve core skills:

- through Standard Grades or other units which give automatic certification of core skills, eg a candidate who has completed Standard Grade English and Mathematics at General Level is given automatic certification of Communication and Numeracy at Intermediate 1

- by selecting from the group award units and courses which give automatic certification of core skills, eg the mandatory Hospitality – General Operations course gives automatic certification of Problem Solving at Intermediate 2 and Working with Others at Intermediate 1

- by doing dedicated core skills units – these units can contribute credits to the SGA and should be achieved through integration with appropriate subject specialist units. However, if the candidate wishes, the unit credits need not contribute to the SGA.

Candidates' current level of achievement in core skills is shown on the Scottish Qualifications Certificate in the form of a profile. This shows achievement against each of the core skills *components.* Where a core skill has more than one component, the candidate needs to achieve each component at the level specified for the SGA. For example, if an SGA requires Problem Solving at Intermediate 1, a candidate whose profile shows Critical Thinking and Planning and Organising at Intermediate 1 and Reviewing and Evaluating at Access 3 would not meet the requirement and would have to improve in Reviewing and Evaluating.

Details of all courses which give automatic certification of core skills is published in *Automatic Certification of Core Skills in National Qualifications* (SQA, 1999).

## Hierarchical sequences

C

The SQA numbering system for qualifications consists of a 4 + 2 reference code.

The qualifications in a hierarchical sequence have the same title and are available at more than one level. They are identified by their reference code having the same first four digits, eg D338 in the example below. The last two digits are unique to each level of qualification, eg 12 equates to Higher, 11 equates to Intermediate 2.

### Units

The following is an example of a hierarchical sequence of units:

| | |
|---|---|
| D338 10 | Language in Work (Int 1) |
| D338 11 | Language in Work (Int 2) |
| D338 12 | Language in Work (H) |

Where units which are part of hierarchical sequences are specified, candidates who achieve a unit at a higher level than the one specified can use the upper level unit to count as credit towards the group award. For example, Language in Work (Int 2) can be counted instead of Language in Work (Int 1).

Candidates can only use one of these units to count as credit towards the group award.

In the case of unrevised National Certificate Modules, ie units which retain their original number, there are hierarchies where the title is the same and the number is different. Details of these exceptions will be published in a separate document. The pattern for these hierarchies is the same as that previously established for GSVQs.

There are also some hierarchies where the titles and numbers of the units at different levels are different. In this specification, if there are two units at different levels with heavily overlapping content, only one of these units should be used to count as credit towards the group award. Details of these exceptions will be published in a separate document.

### Courses

The following is an example of a hierarchical sequence of courses:

| | |
|---|---|
| C059 10 | French (Int 1 |
| C059 11 | French (Int 2) |
| C059 12 | French (H) |
| C059 13 | French (AH) |

In the SGA specification, where courses which belong to hierarchical sequences are specified, candidates who achieve a course at a higher level than the one specified can use the upper level course to count as credit towards the group award. For example, French (Int 2) can be counted instead of French (Int 1).

Candidates can only use one of these courses to count as credit towards the group award - a maximum of 4 credits.

## Standard Grades

### D

Designated Standard Grades at the appropriate level can each contribute 4 credits to the SGA in place of corresponding National Courses.

The designated Standard Grades and their corresponding National Courses, either of which can contribute to this SGA, are as follows:

| **Standard Grade\*** | **National Course** |
|---|---|
| English at Credit Level | English and Communication (Int 2) |
| French at Credit Level | French (Int 2) |
| German at Credit Level | German (Int 2) |
| Italian at Credit Level | Italian (Int 2) |
| Russian at Credit Level | Russian (Int 2) |
| Spanish at Credit Level | Spanish (Int 2) |
| | |
| French at General  Level | French (Int 1) |
| Gaelic (Learners) at  General Level | Gaelic (Learners) (Int 1) |
| Gàidhlig at General Level | Gàidhlig (Int 1) |
| German at  General Level | German (Int 1) |
| Italian at General Level | Italian (Int 1) |
| Russian at General Level | Russian (Int 1) |
| Spanish at General Level | Spanish (Int 1) |

\* If achieved prior to 1994 please contact SQA Helpdesk ☏ 0141 242 2214.

## SVQs

E

Specific Scottish Vocational Qualifications (SVQs) at the appropriate level can each contribute up to eight credits to an SGA.

SVQs at Level 2 contribute credits at Intermediate 2.
SVQs at Level 1 contribute credits at Intermediate 1.

In this particular SGA the following SVQs each contribute a maximum of eight credits.

| Code no | Specific SVQs | Level |
|---|---|---|
| 007 Providing Goods and Services | | |
| G638 22 | Food Preparation and Cooking | 2 |
| G637 21 | Food Preparation and Cooking | 1 |
| G63F 21 | Guest Service | 1 |
| G63D 22 | Housekeeping | 2 |
| G63C 21 | Housekeeping | 1 |
| G639 21 | Kitchen Portering | 1 |
| G636 21 | Porter Service | 1 |
| G63J 22 | Hospitality: Quick Service | 2 |
| G63E 21 | Preparing and Serving Food | 1 |
| G635 22 | Reception | 2 |
| G63G 22 | Bar Service | 2 |
| G63A 21 | Food and Drink Service | 1 |
| G63B 22 | Food and Drink Service | 2 |
| G63H 22 | Hospitality Service | 2 |
| G634 21 | Reception | 1 |

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