



DELAWARE VALLEY COLLEGE

CAPSTONE GUIDELINES

EMPLOYMENT PROGRAM FINAL REQUIREMENTS

AGRIBUSINESS

1. Summarize four (4) articles from four (4) different current magazines, journals, or agriculture extension service reports that pertain to some aspect of your work experience. It is preferred that you select articles involving a problem which you have encountered.
2. Complete the "Student Final Evaluation of the Employment Program" form (attached)
3. Complete a final report using the appropriate following outline as a guide. You will probably have to adapt the outline to the particular operation in which you worked. Please make this report as complete as possible.

The Evaluative Report and the article summaries are due by April 1 for spring graduates and November 15 for December graduates. Failure to meet these deadlines will affect your grade for the Employment Program. You will lose one letter grade (and one quality point) for each week, or part thereof, your reports are late.

Student's Final Appraisal of Employment Program

Name _____
Date _____
Employer _____
Supervisor _____
Work Area (Station) _____

Please reflect on the following:

1. Cooperative Employer

- a) Willingness to cooperate:
- b) Opportunities for student to assume responsibility:
- c) Experience provided (list):
- d) Supervision provided:
- e) Improvements that could be made:

2. Student Self Assessment

- a) My major learning(s) or accomplishments were (list competencies developed or upgraded):
- b) Areas where I experienced problems:
- c) Areas of my college program that prepared me for my work experience:
- d) Optional requirements that might be useful for future students:

3. Other Comments

Outline for Students Employed on Farms

1. Name and Location of Farm
 - a) Owner, Manager, Herdperson (if different)
 - b) Location
 - c) Desirability of location as a farm (roads, markets, suppliers, service)
2. Description of the Farm
 - a) Map showing farm layout (including fields, acreage, buildings, roads, and fences; ASCS photo map is acceptable)
 - b) Diagram of the farm buildings and what the buildings are used for in regard to farm production (suggest changes which you believe would improve productivity or efficiency)
3. An overall view of what the owner's objectives (goals) are in the operation of the farm
4. Agronomy
 - a) Topography, soil types, soil conservation practices (use soil survey)
 - b) Rotation system used and types of crops produces (forage, feed grain, cash grain, or other)
 - c) Measures taken to maintain soil fertility
 - d) Appraise and value the land as an agricultural resource
5. Equipment
 - a) Labor saving equipment on the premises
 - b) Machinery management and maintenance practices
 - c) Fencing
 - d) Appraise and value equipment and improvements
6. Animal Enterprises
 - a) Breed (purebred or grade)
 - b) Number of animals
 - c) Number of cows being milked
 - d) Number of bulls or boars
 - e) Appraise and value the animal enterprise
7. Housing of Animals
 - a) Housing of milking cows and the milking system that is used on the farm
 - b) Housing of other animals
 - c) Type of maternity pens used
8. Feeds Used
 - a) Quality and type of forage for cows, heifers, and calves
 - b) Types of grain rations fed to cows in milk, dry cows, heifers, and calves and the analysis for each kind of ration
 - c) Amount and kind of roughage fed to each of the above mentioned animals (pasture, silage, and hay)
 - d) Feeding program for other animals
 - e) Appraise and value the feed inventory

Students Employed on Farms (page 2)

9. Management

- a) Calf-raising system
- b) Management of herd replacements
- c) Management of cows in milk (production level, feeding/production ratios)

10. Breeding Program

- a) Artificial insemination or natural breeding system used
- b) Names of bulls used for breeding
- c) Calving time and the distribution of calves born throughout the year (evaluate pregnancy-checking practices and breeding efficiency)

11. Productivity of Herd

- a) Testing programs followed
- b) Herd averages in milk and fat
- c) Outstanding producers or individual in herd
- d) Location of markets
- e) Weaning weight and/or litter size

12. Sanitation and Herd Health

- a) Sanitation practices for barns, animals, and equipment
- b) Problems with milk fever, mastitis, and internal parasites and the steps followed to prevent or alleviate these problems

13. Farm Business Management

- a) Type of farm record system used
- b) To the extent possible complete a set of "Coordinated Financial Statements" for this farm
- c) Discuss the use of financial and production records for decision making
- d) Marketing practices employed
- e) Personal growth and development activities engaged in by personnel in question number one (1) above

14. Evaluate the farm in terms of your completed outline and what you have observed. Note all management strengths and weaknesses and also suggest corrective measures where they appear necessary. Please justify suggestions that you make (reference to journal articles, university reports, or industry literature).