



VET Content Endorsed Course
Stage 6 Course Description

Screen and Media

for implementation from 2009

Media (120 indicative hours)
Media (240 indicative hours)

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Contents

1	Introduction to Vocational Education and Training (VET) Content Endorsed Courses.....	4
2	The Higher School Certificate Program of Study	4
3	VET in the NSW HSC.....	5
	3.1 The national context.....	5
	3.2 Determination of AQF VET qualifications for HSC students	5
4	Rationale.....	6
5	Aim.....	6
6	Screen and Media VET Content Endorsed Course (CEC).....	7
	6.1 AQF VET qualifications available in the Screen and Media VET CEC	7
	6.2 Units of competency	7
7	Course Structures	8
	7.1 Courses within the Screen and Media VET CEC	8
	7.1.1 The selection of units of competency	8
	7.2 Allocation of HSC indicative hours of credit.....	8
	7.3 Recognition of Prior Learning (RPL) and credit transfer	9
	7.3.1 RPL and credit transfer in VET courses.....	9
	7.4 Media (120 indicative hours)	10
	7.5 Media (240 indicative hours)	12
	7.6 Screen and Media units of competency	14
	Table 1 Elective pool.....	14
8	Work Placement	17
	8.1 Work placement requirements	17
	8.2 Part-time work.....	17
9	Assessment Requirements and Advice.....	18
	9.1 Competency-based assessment	18
	9.2 Training Package requirements.....	18
	9.2.1 Assessment guidelines.....	19
	9.2.2 Using qualified assessors.....	19
10	HSC Requirements and Certification	20
	10.1 Course completion requirements.....	20
	10.2 Preliminary and HSC unit credit.....	20
	10.3 Reporting achievement in the HSC.....	20
11	Other Information.....	21
	11.1 Providing for all students	21
	11.1.1 Students with special education needs	21
	11.1.2 Gender and cultural considerations	22
	11.2 Articulation to further training.....	22
12	Minimum Requirements for AQF VET Qualifications.....	23
	CUF20107 Certificate II in Creative Industries (Media)	23
	CUF30107 Certificate III in Media	28
	Table 2 Status of units of competency from the Screen and Media HSC courses for Certificate II in Creative Industries (Media) and Certificate III in Media	34
Appendix	Modification history.....	38

1 Introduction to Vocational Education and Training (VET) Content Endorsed Courses

Vocational Education and Training (VET) Content Endorsed Courses (CECs) give students the opportunity to gain credit towards the NSW Higher School Certificate (HSC) and credit towards national vocational qualifications under the Australian Qualifications Framework (AQF).

VET CECs are based on nationally endorsed Training Packages. They specify the range of industry-developed units of competency from the relevant Training Package(s) which are suitable for the HSC. They also define how units of competency are arranged in HSC VET courses to gain unit credit for the HSC.

Courses within VET CECs count as Board Endorsed unit credit for the HSC and do not contribute towards an Australian Tertiary Admission Rank (ATAR).

This VET CEC course description contains the HSC Media courses to be delivered for the HSC by schools, TAFE NSW colleges and other Registered Training Organisations (RTOs) on behalf of schools or TAFE NSW colleges.

2 The Higher School Certificate Program of Study

The purpose of the HSC program of study is to:

- provide a curriculum structure which encourages students to complete secondary education
- foster the intellectual, social and moral development of students, in particular developing their:
 - knowledge, skills, understanding and attitudes in the fields of study they choose
 - capacity to manage their own learning
 - desire to continue learning in formal or informal settings after school
 - capacity to work with others
 - respect for the cultural diversity of Australian society
- provide a flexible structure within which students can prepare for:
 - further education and training
 - employment
 - full and active participation as citizens
- provide formal assessment and certification of students' achievements
- provide a context within which schools also have the opportunity to foster students' physical and spiritual development.

3 VET in the NSW HSC

3.1 The national context

VET programs offered for the HSC are consistent with the National Training Framework (NTF). The NTF is the system of vocational education and training that:

- applies nationally
- is made up of the Australian Quality Training Framework (AQTF) and nationally endorsed Training Packages. The AQTF is the agreed quality framework for the national VET system.

The Australian Qualification Framework (AQF) is the policy framework that defines all qualifications recognised nationally in post-compulsory education and training in Australia. HSC VET course qualifications are recognised within the AQF.

3.2 Determination of AQF VET qualifications for HSC students

HSC VET CECs are based on units of competency and qualifications contained in nationally endorsed Training Packages. These AQF VET qualifications are determined by the qualification rules for each Training Package, referred to as *qualification packaging rules*. The qualification packaging rules describe the number and range of units of competency required for eligibility for an AQF VET qualification.

Course structures for the HSC are described in each CEC. In order to have satisfactorily completed a VET CEC course, students must follow the course structure, attempt the required units of competency with diligence and sustained effort and fulfil any work placement requirements.

The rules and structure of HSC VET courses are not always identical to the qualification packaging rules. In some cases more units of competency are required for the HSC course than are required for successful completion of the AQF VET qualification.

Students may be eligible for the AQF VET qualification as a result of meeting the requirements of the packaging rules for that qualification prior to completing all HSC course requirements.

Sections 7.4 to 7.6 outline the HSC courses, course requirements and units of competency within the Screen and Media VET CEC.

Section 12 outlines the qualification packaging rules for the AQF VET qualifications available through the Screen and Media VET CEC (reproduced directly from the Training Package) and should be consulted when selecting elective units of competency.

4 Rationale

Cultural industries play a role in creating a vibrant and creative society. A key industry sector of the Australian economy, these industries contribute in their own right as well as through other industry areas because their skills underpin growth in the other industries. Cultural industries support Australian business through a range of essential and innovative services. Screen and media is one of the sectors within the cultural industries, covering film and television production, radio broadcasting and interactive digital media. As this industry area is affected by technical convergence and the digital age, employment roles vary from technical to creative.¹

The *Screen and Media Training Package (CUF07)* offers qualifications from Certificate 1 to Advanced Diploma across a range of industry areas. The Screen and Media CEC is based on units of competency from this Training Package.

The inclusion of courses in media in the HSC that are based on industry-recognised AQF VET qualifications will allow students to access both long-term and short-term employment opportunities. Courses within the Screen and Media CEC provide an opportunity for students to gain Certificate II in Creative Industries (Media) or Certificate III in Media as part of their HSC. Apart from being nationally recognised, these AQF VET qualifications articulate into higher-level qualifications in the screen and media industries which students may pursue post school.

Learning in each HSC course in the Screen and Media CEC provides opportunities for students to develop relevant technical, vocational and interpersonal competencies suitable for employment and further training in screen and media. It also provides for the development of employability skills such as teamwork and communication which are transferable to other industry areas and are a key feature of the qualifications available through the VET CEC.

5 Aim

The Screen and Media VET CEC is designed to enable students to acquire a range of technical, practical, personal and organisational skills valued both within and beyond the workplace. They will also acquire underpinning knowledge and skills related to work, employment and further training within the screen and media industries. Through the study of this course, students will gain experiences that can be applied to a range of contexts, including work, study and leisure, and that will assist them to make informed career choices.

¹ DEEWR, 2007, *Screen and Media Training Package (CUF07)*, Volume 1; www.ibsa.org.au

6 Screen and Media VET Content Endorsed Course (CEC)

6.1 AQF VET qualifications available in the Screen and Media VET CEC

The Screen and Media VET CEC is based on the national *Screen and Media Training Package (CUF07)*.

The AQF VET qualifications available in the Screen and Media VET CEC are:

- Certificate II in Creative Industries (Media) (CUF20107)
- Certificate III in Media (CUF30107).

Section 12 of this document outlines the qualification packaging rules for these qualifications.

6.2 Units of competency

Details about individual units of competency in courses in the Screen and Media VET CEC are available in the *Screen and Media Training Package (CUF07)*. This Training Package is available on the National Training Information Services (NTIS) website (www.ntis.gov.au).

The units of competency that can be delivered and assessed are determined by the scope of the registration of each registered training organisation (RTO). **Teachers and trainers should check their accreditation and their RTO's scope of registration before determining which units of competency are to be included in their teaching and assessment programs. School principals should seek documentary evidence of the scope of any external RTO delivering an HSC VET course.** Scope of registration can be checked on the NTIS website (www.ntis.gov.au).

It is the responsibility of the RTO to determine both the resources required for course delivery, and the AQF VET qualifications that must be held by teachers and trainers delivering and assessing courses within the Screen and Media VET CEC on behalf of the RTO.

Information about the delivery of VET courses for the HSC by RTOs other than schools or TAFE NSW colleges is contained in the Board of Studies *Assessment, Certification and Examination (ACE) Manual* and relevant Board of Studies Official Notices (refer to the Board's website: www.boardofstudies.nsw.edu.au).

7 Course Structures

7.1 Courses within the Screen and Media VET CEC

A VET CEC describes the units of competency that have been identified as being suitable for the purposes of the HSC. Units of competency in the Screen and Media VET CEC are detailed in **Sections 7.4–7.5** and Table 1 in **Section 7.6**.

Each course in a VET CEC describes how the available units of competency can be grouped to gain units of credit towards the HSC.

The Screen and Media VET CEC contains the following courses:

- Media (120 indicative hours) – see Sections 7.4 and 7.6
- Media (240 indicative hours) – see Sections 7.5 and 7.6.

The maximum number of Preliminary and/or HSC units of credit available from this VET CEC is four.

7.1.1 The selection of units of competency

Units of competency should be selected within course structures to maximise students' eligibility for AQF VET qualifications and an occupational outcome. **Section 12** provides the qualification packaging rules for the qualifications available through the Screen and Media VET CEC (reproduced directly from the Training Package). **Table 2** (pp 34–37) lists the status of each unit of competency in relation to the qualifications. This information should be consulted when selecting elective units of competency.

An integrated or holistic approach to course delivery and assessment should be adopted.

7.2 Allocation of HSC indicative hours of credit

Units of competency drawn from Training Packages are not defined in terms of duration. The amount of time required by individual students to achieve competency will vary according to their aptitude and experience. Where a training program is designed for delivery by an RTO, the RTO will specify the length of the training program according to the delivery strategies and/or curriculum resources chosen.

However, for the purposes of the HSC, courses must be described in terms of their indicative hours. For this reason, indicative hours for unit credit towards the HSC have been assigned to each unit of competency within the VET CEC. It is emphasised that the assignment of indicative hours does not imply that all students will fulfil all requirements of a unit of competency within these hours. RTOs may determine that additional or fewer hours are required for the achievement of particular competencies. However, this does not alter the indicative hours allocated, only the delivery hours.

It is also expected that students will need to spend additional time practising skills in a work environment and in completing projects and assignments, in order to fulfil Training Package assessment requirements.

The indicative hours assigned to each unit of competency included in the Screen and Media VET CEC for the purpose of unit credit towards the HSC are detailed in **Sections 7.4–7.5** and Table 1 in **Section 7.6**.

7.3 Recognition of Prior Learning (RPL) and credit transfer

Recognition of Prior Learning (RPL) and credit transfer refer to the acknowledgement of evidence of a student's achievement of competencies or learning outcomes. They are processes that allow students to have their previous learning – both formal and informal – count towards their HSC VET courses and AQF VET qualifications.

RPL is an assessment process that assesses the individual student's non-formal and informal learning to determine the extent to which that individual has achieved the competency standards. **Where the outcomes of this process indicate that the student is competent, structured training is not required.**

Credit transfer is a process that provides credit for a unit of competency previously achieved. **Students should be given recognition for units of competency already held. Structured training or assessment for these units is not required.**

The RPL requirements of the AQTF and the Board of Studies must be met.

7.3.1 RPL and credit transfer in VET courses

Students undertaking HSC courses in the Screen and Media VET CEC may already hold units of competency or have current knowledge, skills and experience relevant to the units of competency within the courses.

Students can be granted credit (RPL or credit transfer) for:

- units of competency within AQF VET qualifications
- HSC VET course outcomes and content as defined by the indicative hour requirements of HSC VET courses
- mandatory work placement requirements.

Further information about the arrangements for RPL and credit transfer within VET courses, including processes, application forms and examples of possible scenarios, is available on the Board's website at www.boardofstudies.nsw.edu.au/voc_ed/rpl.html

7.4 Media (120 indicative hours)

Purpose

The purpose of this course is to provide students with the opportunity to develop knowledge and skills for the film, television, radio or digital media industries.

HSC unit credit

HSC unit credit for VET courses can be accredited to the Preliminary and/or HSC pattern of study.

This course is accredited for a total of two units at the Preliminary and/or HSC level.

To count a course towards the HSC program of study students must satisfy the course completion criteria as required by the Board of Studies. Refer to Section 8.4 of the *Assessment, Certification and Examination (ACE) Manual*.

Course requirements

- Students must attempt:
 - the following compulsory unit of competency:

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
BSBOHS201A	Participate in OHS processes	Nil	15

- **AND** units of competency to a minimum value of **105 HSC indicative hours** from the elective pool (Table 1, Section 7.6, pp 14–16).

Table 2 (pp 34–37) lists the status of each unit of competency in relation to the qualifications available through this course. This section should guide the selection of units of competency to meet qualification requirements. The selection of units of competency must be guided by the work outcome, local industry requirements and the level of the qualification (see pp 23–33 of this document).

- It is strongly recommended that students complete a minimum of 35 hours of work placement.

AQF VET qualification

To receive AQF VET qualifications, students must meet the assessment requirements of the Screen and Media Training Package (CUF07). A qualified assessor must conduct the assessment.

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate II in Creative Industries (Media) (CUF20107)
- Statement of Attainment towards Certificate III in Media (CUF30107).

Qualification packaging rules are in Section 12 of this document.

Access including access by students in Stage 5

In certain circumstances students in Stage 5 may access this Stage 6 VET course while also completing the requirements for the award of the School Certificate. Further information is available on the Board of Studies website at www.boardofstudies.nsw.edu.au/voc_ed/stage-5.html

BOS course numbers

BOS course name	Pattern of study	BOS course number	Schools Online entry advice
Media (120 hours)	2 units x 1 year	59850* (school/private provider delivered)	Enter this course number for either Preliminary (Year 11) or HSC (Year 12)
		43294 (TAFE NSW delivered)	

* For quality assurance purposes, where this course is to be delivered by a school or private provider, it is necessary for the school to apply to be endorsed to offer the course. Details of the *Application to Link to a Board Endorsed VET Course* can be found on the Board's website at www.boardofstudies.nsw.edu.au/voc_ed/link-board-endorsed-courses.html

Exclusion

- A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

7.5 Media (240 indicative hours)

Purpose

The purpose of this course is to provide students with the opportunity to gain knowledge and skills to enable the individual to commence a career in the film, television, radio or digital media industries.

HSC unit credit

HSC unit credit for VET courses can be accredited to the Preliminary and/or HSC pattern of study.

This course is accredited for a total of four units at the Preliminary and/or HSC level.

To count a course towards the HSC program of study students must satisfy the course completion criteria as required by the Board of Studies. Refer to Section 8.4 of the *Assessment, Certification and Examination (ACE) Manual*.

Course requirements

- Students must attempt:
 - the following **THREE** compulsory units of competency:

Unit code	Unit title	Unit-specific prerequisite/ co-requisite	HSC indicative hours of credit
BSBOHS201A	Participate in OHS processes	Nil	15
CUFIND301A	Work effectively in the screen and media industries	Nil	20
BSBCRT301A	Develop and extend critical and creative thinking skills	Nil	20
Total HSC indicative hours for compulsory units of competency			55

- **AND** units of competency to a minimum value of **185 HSC indicative hours** from the elective pool (Table 1, Section 7.6, pp 14–16).

Table 2 (pp 34–37) lists the status of each unit of competency in relation to the qualifications available through this course. This section should guide the selection of units of competency to meet qualification requirements. The selection of units of competency must be guided by the work outcome, local industry requirements and the level of the qualification (see pp 23–33 of this document).

- It is strongly recommended that students complete a minimum of 70 hours of work placement.

AQF VET qualification

To receive AQF VET qualifications, students must meet the assessment requirements of the Screen and Media Training Package (CUF07). A qualified assessor must conduct the assessment.

Depending on the achievement of units of competency, the possible qualification outcome is:

- Certificate III in Media (CUF30107).

Qualification packaging rules are in Section 12 of this document.

Access including access by students in Stage 5

In certain circumstances students in Stage 5 may access this Stage 6 VET course while also completing the requirements for the award of the School Certificate. Further information is available on the Board of Studies website at www.boardofstudies.nsw.edu.au/voc_ed/stage-5.html

BOS course numbers

BOS course name	Pattern of study	BOS course number	Schools Online entry advice
Media (240 hours)	2 units x 2 years	59851* (school/private provider delivered)	Enter this course number for both Preliminary (Year 11) and HSC (Year 12)
		43295 (TAFE NSW delivered)	
	4 units x 1 year	59852* (school/private provider delivered)	Enter this course number for either Preliminary (Year 11) or HSC (Year 12)
		43297 (TAFE NSW delivered)	

* For quality assurance purposes, where this course is to be delivered by a school or private provider, it is necessary for the school to apply to be endorsed to offer the course. Details of the *Application to Link to a Board Endorsed VET Course* can be found on the Board's website at www.boardofstudies.nsw.edu.au/voc_ed/link-board-endorsed-courses.html

The pattern of study entered should reflect the delivery of the course over successive years. Students will be credentialled for the HSC unit credit entered each calendar year provided they have satisfactorily completed the course requirements for that calendar year as determined by the school/RTO.

Exclusion

- A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

7.6 Screen and Media units of competency

Table 1 Elective pool

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
Animation and digital effects			
CUFANM301A	Create 2D digital animations	Nil	30
CUFANM302A	Create 3D digital animations	Nil	30
CUFANM303A	Create 3D digital models	Nil	30
Audio/sound			
CUFSOU204A	Perform basic sound editing	Nil	20
CUFSOU301A	Prepare audio assets	Nil	20
CUFSOU302A	Compile audio material for broadcast	Nil	20
CUSSOU04A	Record sound	Nil	20
CUSSOU09A	Mix sound sources	Nil	20
CUSSOU10A	De-noise soundtracks	Nil	20
Broadcasting			
CUFBRD301A	Perform basic transmission operations	Nil	25
CUFBRD302A	Provide production support for television productions	Nil	25
CUFBRD303A	Prepare video material for television transmission	Nil	25
Camera/cinematography			
CUFCAM201A	Assist with a basic camera shoot	Nil	20
CUFCAM301A	Shoot material for screen productions	Nil	30
CUFCAM302A	Rig camera infrastructure	Nil	15
Creative thinking			
BSBCRT101A	Apply critical thinking techniques	Nil	10
Customer service			
BSBCUS201A	Deliver a service to customers	Nil	15
Design			
BSBDES201A	Follow a design process	Nil	20
BSBDES202A	Evaluate the nature of design in a specific industry context	Nil	15
BSBDES302A	Explore and apply the creative design process to 2D forms	Nil	25
BSBDES303A	Explore and apply the creative design process to 3D forms	Nil	25

Screen and Media VET Content Endorsed Course Description

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
Digital content and imaging			
CUFDIG201A	Maintain interactive content	Nil	15
CUFDIG301A	Prepare video assets	Nil	20
CUFDIG302A	Author interactive sequences	Nil	20
CUFDIG303A	Produce and prepare photo images	Nil	15
CUFDIG304A	Create visual design components	Nil	20
CULLB307C	Use multimedia*	Nil	15
ICPMM296A	Create and test a CD-ROM/DVD*	Nil	10
Diversity			
BSBDIV301A	Work effectively with diversity	Nil	15
Drawing			
CUVCOR08B	Produce drawings to represent and communicate the concept	Nil	25
Bookkeeping			
BSBFIA301A	Maintain financial records	Nil	30
First aid			
HLTFA301B	Apply first aid	Nil	20
ICT use			
ICAU2006B	Operate computing packages*	Nil	15
ICAU3019B	Migrate to new technology	Nil	20
ICAU3126B	Use advanced features of computer applications	Nil	30
Industry context			
CUFIND201A	Develop and apply creative arts industry knowledge*	Nil	20
Information management			
BSBINM201A	Process and maintain workplace information*	Nil	20
Innovation			
BSBINN201A	Contribute to workplace innovation	Nil	15
BSBINN301A	Promote innovation in a team environment	Nil	30
Lighting			
CUFLGT101A	Apply a general knowledge of lighting to work activities	Nil	10
CUFLGT302A	Record and operate standard lighting cues	Nil	30
CUFLGT303A	Install and operate follow spots	Nil	20

* This unit of competency does not contribute to Certificate III in Media.

Screen and Media VET Content Endorsed Course Description

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
OHS			
CUETGE15B	Handle physical elements safely during bump in/bump out*	Nil	20
On-air presentation			
CUFAIR201A	Develop techniques for presenting information on radio	Nil	15
CUFAIR301A	Present radio programs	Nil	20
CUFAIR302A	Develop techniques for presenting information to camera	Nil	25
Post-production			
CUFPOS201A	Perform basic vision and sound editing	Nil	25
CUFPOS301A	Prepare motion picture film for printing or transfer	Nil	30
CUFPOS302A	Process motion picture film	Nil	30
CUFPOS303A	Print motion picture film	Nil	30
Production planning and management			
CUFPPM301A	Plan and prepare programs	Nil	20
CUFCMP301A	Implement copyright arrangements	Nil	10
Research			
CUFRES201A	Collect and organise content for broadcast or publication	Nil	15
Workplace effectiveness			
BSBWOR202A	Organise and complete daily work activities*	Nil	15
BSBWOR203A	Work effectively with others*	Nil	15
Writing			
CUFWRT301A	Write content for a range of media	Nil	20
CUFWRT302A	Write simple stories	Nil	20

* This unit of competency does not contribute to Certificate III in Media.

8 Work Placement

Work placement is strongly recommended within this VET CEC and appropriate hours have been assigned to each course.

Learning in the workplace will enable students to:

- progress towards the achievement of industry competencies
- develop appropriate attitudes towards work
- learn a range of behaviours appropriate to the industry
- practise and apply skills acquired in the classroom or workshop
- develop additional skills and knowledge, including employability skills.

The recommended work placement requirements for courses in this VET CEC are not intended to indicate the time required for the achievement of units of competency. The amount of learning in the workplace that is needed to achieve a unit of competency will vary.

8.1 Work placement requirements

It is strongly recommended that students complete the following work placement for Screen and Media VET CEC courses:

- Media (120 indicative hours) – a minimum of 35 hours in a workplace
- Media (240 indicative hours) – a minimum of 70 hours in a workplace.

It is the responsibility of the school and/or RTO to determine how course outcomes are best achieved and to structure delivery accordingly. If additional work placement or classroom time is required to enable individual students or class groups to achieve the competencies, this will be determined by the deliverer, but it does not affect the indicative HSC hours.

Further information and advice on the implementation of work placement are contained in policy statements or guidelines available from the relevant school system/sector authority or the RTO.

8.2 Part-time work

Under some circumstances, students' part-time work in an appropriate workplace may be used to fulfil work placement requirements. For further details, teachers and principals should consult the Board of Studies *Assessment, Certification and Examinations (ACE) Manual* or relevant Board of Studies Official Notices.

9 Assessment Requirements and Advice

Assessment is the process of gathering information and making judgements about student achievement for a variety of purposes. In the HSC, those purposes include:

- assisting student learning
- evaluating and improving teaching and learning programs
- providing evidence of satisfactory achievement
- providing HSC results.

For HSC VET courses, they also include:

- confirming whether an individual can perform to the standards expected in the workplace, as expressed in the relevant endorsed unit of competency
- determining eligibility for the AQF VET qualifications.

9.1 Competency-based assessment

The courses within the Screen and Media VET CEC are competency-based courses. The Board of Studies and the AQTF requires that a competency-based approach to assessment be used. Assessment must meet the requirements of the *Screen and Media Training Package (CUF07)*.

In a competency-based course, assessment of competencies is standards-referenced. This means that a participant's performance is judged against a prescribed standard contained in each unit of competency, not against the performance of other participants.

The purpose of assessment is to judge competence on the basis of the performance criteria set out under each element of competency. A participant is judged either 'competent' or 'not yet competent'. This judgement is made on the basis of a range of evidence, which may be in a variety of forms.

Competency-based assessment is based on the requirements of the workplace. Competence incorporates all aspects of work performance, including problem-solving and the capacity to apply knowledge and skills in both familiar and new situations. Assessment of competence involves the assessment of skills and knowledge combined.

It is not necessary, nor is it desirable, for individual performance criteria to be demonstrated separately for assessment purposes. Rather, **assessors should adopt an integrated or holistic approach to assessment**. This means that a number of elements of competency or even several units of competency are assessed together. This method of assessment is strongly recommended because the concept of competency involves the integration of a wide range of skills, knowledge and attitudes.

9.2 Training Package requirements

To achieve an AQF VET Certificate or Statement of Attainment, a student or worker must be assessed as competent according to the requirements set out in the national Training Package. A qualified assessor under the auspices of the RTO that is to issue the qualification must conduct the assessment.

9.2.1 Assessment guidelines

The assessment guidelines of a Training Package are part of the mandatory components of the package.

The role of the assessment guidelines is to set out principles and provide guidance to ensure fair, valid and consistent assessment.

The assessment guidelines in the Screen and Media Training Package set out information on:

- assessment system overview
- licensing
- learning and assessment pathways
- assessor requirements
- designing assessment tools
- conducting assessment
- delivery and assessment of employability skills
- access and equity
- training and assessment in remote and regional areas
- training and assessment issues for schools
- further sources of information.

The full text of the assessment guidelines and units of competency is included in the national *Screen and Media Training Package (CUF07)* available at the NTIS website (www.ntis.gov.au).

In addition to the assessment guidelines, the Training Package contains an evidence guide for the assessment of each unit of competency within courses in the VET CEC.

9.2.2 Using qualified assessors

The Training Package specifies that a qualified assessor must conduct assessment.

The AQTF specifies mandatory competency requirements for assessors. Element 1.4 from the AQTF Essential Standards for Registration is as follows:

- 1.4 Training and assessment are conducted by trainers and assessors who:
- a) have the necessary training and assessment competencies as determined by the National Training Quality Council or its successors
 - b) have the relevant vocational competencies at least to the level being delivered or assessed
 - c) continue developing their vocational and training and assessment competencies to support continuous improvements in delivery of the RTO's services.

It is important to note that it is not necessary for one individual to meet both components of assessor qualifications. The 'qualified assessor' might consist of an assessment partnership or team in which one partner has assessor qualifications and the other has technical expertise.

All assessors who are engaged in assessing units of competency from the Screen and Media Training Package must be either:

- employed by an RTO
- OR
- acting under the registration of an RTO (for example, a teacher working at a delivery site of a school sector RTO).

10 HSC Requirements and Certification

10.1 Course completion requirements

For a student to be considered to have satisfactorily completed a course within the Screen and Media VET CEC there must be sufficient evidence that the student has:

- followed the course endorsed by the Board
- applied themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school/RTO
- achieved some or all of the course outcomes.

Refer to the Board's *Assessment, Certification and Examination (ACE) Manual* for further information (www.boardofstudies.nsw.edu.au).

10.2 Preliminary and HSC unit credit

To facilitate flexibility of VET in the HSC, courses within the Screen and Media VET CEC may be delivered as Preliminary units, as HSC units or as a combination of Preliminary and HSC units.

10.3 Reporting achievement in the HSC

The HSC credentials received by students are used by the Board to report satisfactory completion of courses within the Screen and Media VET CEC. Each course will be listed on the HSC Record of Achievement together with the HSC unit credit value. The Record of Achievement will also refer to separate vocational documentation.

For students who have fulfilled the requirements of an AQF VET qualification, the vocational documentation will consist of the relevant Certificate and an accompanying Transcript of Competencies Achieved. Students who have achieved partial completion of an AQF VET qualification will receive a Statement of Attainment, which lists all units of competency achieved towards the qualification.

11 Other Information

11.1 Providing for all students

11.1.1 Students with special education needs

Courses in the Screen and Media VET CEC are available to all students.

Students with special education needs may access:

- all courses within the Screen and Media VET CEC under regular course arrangements
- OR**
- units of competency selected through the collaborative curriculum planning process from the relevant course units of competency detailed in Section 7 of this document.

Students with special education needs may require adjustments to learning and assessment strategies as well as additional time to demonstrate the required level of competence.

Reasonable adjustments to delivery and assessment are appropriate provided they conform to the industry competency standards as expressed in the *Screen and Media Training Package (CUF07)*.

An adjustment is any measure or action that a student requires because of their disability, and which has the effect of assisting the student to access and participate in education and training on the same basis as students without a disability.

An adjustment is reasonable if it achieves this purpose while taking into account factors such as the nature of the student's disability, the views of the student, the potential effect of the adjustment on the student and others who might be affected, and the costs and benefits of making the adjustment.

An education provider is also entitled to maintain the academic integrity of a course or program and to consider the requirements or components that are inherent or essential to its nature when assessing whether an adjustment is reasonable.²

Reasonable adjustments should be based on the individual student's needs and abilities.

The appropriate units of competency should be selected through the collaborative curriculum planning process to work towards the achievement of an AQF VET Certificate and an occupational outcome.

It is recommended that the collaborative curriculum planning should prioritise units of competency that provide essential foundation skills for employment in the screen and media industry.

Successful participation in courses within the Screen and Media VET CEC for students with special education needs will require:

- collaborative curriculum planning to meet individual needs
- appropriate learning and assessment strategies
- appropriate consultation on strategies to support the recommended work placement
- ongoing partnerships between schools, students, parents, teachers, employers and others in the community.

To develop skills and knowledge to industry standard, students with special education needs may require extended time and additional support, both off the job and in the workplace.

² *Training Package Development Handbook Guidelines: Training Packages*, www.tpdh.deewr.gov.au

Work placement

It is strongly recommended that students with special education needs undertake the minimum work placement requirement for courses within the Screen and Media VET CEC, detailed in Section 7 (course requirements) and in Section 8 of this document.

Assessment

Students with special education needs are subject to the assessment requirements detailed in Section 9 of this document. Some students may require adjustments to assessment strategies as well as additional time to demonstrate the required level of competence.

AQF VET qualifications

Eligibility for AQF VET qualifications is the same for all students. To receive AQF VET qualifications, students with special education needs must meet the assessment requirements of the *Screen and Media Training Package (CUF07)*. A qualified assessor must conduct the assessment.

11.1.2 Gender and cultural considerations

VET CECs address the needs of a broad range of students. Material developed for teaching and assessment programs in the Screen and Media VET CEC must not contain any bias related to a student's gender or cultural background. Case studies, illustrative examples and other materials used for teaching and assessment should be selected such that they do not reinforce gender or cultural stereotypes.

11.2 Articulation to further training

Students achieving units of competency in this VET CEC can apply to have those units recognised in other endorsed Training Package qualifications.

Students and teachers should investigate the qualifications within the *Screen and Media Training Package (CUF07)* to identify possible training pathways. In some instances these may include higher-level courses at TAFE NSW or other RTOs which may provide for advanced standing in related university courses.

Students seeking to gain credit towards AQF VET qualifications in other industries may use the qualifications gained in Screen and Media as evidence of competency for related units of competency in any national Training Package.

12 Minimum Requirements for AQF VET Qualifications

The following pages outline the qualification packaging rules for the AQF VET qualifications available in this VET CEC. This information is reproduced directly from the *Screen and Media Training Package (CUF07)*. It is included so that the minimum requirements for achieving the industry qualifications are clear. Students who meet these requirements will be eligible for the relevant AQF VET Certificate, whether or not they have met the additional requirements of the HSC course.

Please note: Only the shaded units of competency are available in the Screen and Media VET CEC. HSC course requirements are outlined in Section 7.

CUF20107 Certificate II in Creative Industries (Media)

Descriptor

This qualification reflects the role of individuals who perform a range of mainly routine tasks in the creative industry sectors, work under direct supervision, and use limited practical skills and fundamental operational knowledge in a defined context. It is, in essence, a preparatory qualification that can be used as a pathway into CUF30107 Certificate III in Media.

Job roles

This qualification allows learners to develop skills and knowledge to prepare for work, but there are few specific employment outcomes at this level. Possible job titles relevant to this qualification include:

- Community Radio Production Assistant
- Community Television Production Assistant.

Qualification Pathways

Prerequisites

There are no prerequisites for this qualification.

Pathways into the qualification

Candidates may enter the qualification with limited or no vocational experience and without a relevant lower level qualification.

Licensing, legislative, regulatory and certification considerations

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.

Qualification rules

<p>Total number of units = 8</p> <p>4 core units <i>plus</i></p> <p>2 specialist units <i>plus</i></p> <p>2 elective units.</p> <p>The 2 elective units may be selected from the remaining specialist and elective units listed below, the CUF07 Screen and Media Training Package or from any other currently endorsed national Training Package. Units selected must be recommended for packaging at Certificate II level.</p> <p>Elective units must be relevant to the work outcome and local industry requirements.</p>

Core units	
Creative thinking	
BSBCRT101A	Apply critical thinking techniques
Industry context	
CUFIND201A	Develop and apply creative arts industry knowledge
OHS	
BSBOHS201A	Participate in OHS processes
Workplace effectiveness	
BSBWOR203A	Work effectively with others

Specialist units	
Camera/cinematography	
CUFCAM201A	Assist with a basic camera shoot
Digital content and imaging	
CUFDIG201A	Maintain interactive content
CULLB307C	Use multimedia
ICPMM296A	Create and test a CD ROM/DVD
On-air presentation	
CUFAIR201A	Develop techniques for presenting information on radio
Post -production	
CUFPOS201A	Perform basic vision and sound editing
Research	
CUFRES201A	Collect and organise content for broadcast or publication

Art and construction	
CUEPRP03B	Apply a general knowledge of props construction
CUFPRP201A	Repair, maintain and alter props
CUESCE05B	Apply a general knowledge of scenic art
CUFSCE201A	Prepare and prime scenic art cloths
CUFSCE202A	Repair, maintain and alter scenic art
CUESET05C	Apply set construction techniques
Audio/sound	
CUESOU07B	Apply a general knowledge of audio to work activities
CUSSOU04A	Record sound
CUSSOU09A	Mix sound sources
CUFSOU204A	Perform basic sound editing

Elective units	
Creative process	
BSBCRT301A	Develop and extend critical and creative thinking skills
Customer service	
BSBCUS201A	Deliver a service to customers
Design	
BSBDES201A	Follow a design process
BSBDES202A	Evaluate the nature of design in a specific industry context
Diversity	
BSBDIV301A	Work effectively with diversity
Financial administration	
BSBFIA301A	Maintain financial records
First aid	
HLTFA201A	Provide basic emergency life support
General maintenance	
MEM18.1C	Use hand tools
MEM18.2B	Use power tools/hand held operations
MEM5.12C	Perform routine manual metal arc welding
MEM5.1B	Perform manual soldering/desoldering – electrical/electronic components
ICT use	
ICAU2006B	Operate computing packages

Information management	
BSBINM201A	Process and maintain workplace information
Lighting	
CUFLGT101A	Apply a general knowledge of lighting to work activities
OHS	
CUETGE15B	Handle physical elements safely during bump in/bump out
Workplace effectiveness	
BSBWOR202A	Organise and complete daily work activities

Selecting electives for different outcomes

This qualification allows learners to develop skills and knowledge to prepare for work, with some limited employment outcomes. The context for this qualification varies, and this must guide the selection of elective units. The following examples are designed to assist in the selection of appropriate electives for particular outcomes at this level, but they are in no way prescriptive:

Community radio production assistant

Core units plus:

- CUFAIR201A Develop techniques for presenting information on radio
 - CUFRES201A Collect and organise content for broadcast or publication
- or
- CUSSOU09A Mix sound sources
 - CUFSSOU204A Perform basic sound editing

Community television production assistant

Core units plus:

- CUFCAM201A Assist with a basic camera shoot
 - CUFPOS201A Perform basic vision and sound editing
- or
- CUFRES201A Collect and organise content for broadcast or publication
 - CUFDIG201A Maintain interactive content

Employability skills summary

CUF20107 Certificate II in Creative Industries (Media)

The following table contains a summary of the employability skills required by the creative industry sectors for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

<i>Employability skill</i>	<i>Industry requirements for this qualification include:</i>
Communication	<ul style="list-style-type: none"> • interpreting and clarifying written or verbal instructions • providing standard information about services or operations to others
Teamwork	<ul style="list-style-type: none"> • seeking and responding to feedback on work in progress • working as a member of a team and interacting with members of the public in a specific job role
Problem solving	<ul style="list-style-type: none"> • finding the most relevant source of information on the internet for a specific task • recognising operational problems of a routine nature and referring them to the appropriate person
Initiative and enterprise	<ul style="list-style-type: none"> • developing an attitude towards work and learning that involves asking questions • obtaining information in a culturally appropriate way
Planning and organising	<ul style="list-style-type: none"> • collecting and organising information in a way that allows for easy retrieval • planning work tasks in a logical sequence
Self-management	<ul style="list-style-type: none"> • following workplace procedures, particularly in relation to OHS • producing work within deadlines • seeking expert assistance when problems arise
Learning	<ul style="list-style-type: none"> • keeping up to date with industry developments and trends • improving techniques through practice
Technology	<ul style="list-style-type: none"> • sending emails • using the internet to source information

Due to the high proportion of electives required by this qualification, the industry requirements described above for each Employability Skill are representative of the industry in general and may not reflect specific job roles. Learning and assessment strategies for this qualification should be based on the requirements of the units of competency for this qualification.

Please note: Only the shaded units of competency are available in the Screen and Media VET CEC. HSC course requirements are outlined in Section 7.

CUF30107 Certificate III in Media

Descriptor

This qualification reflects the role of a skilled operator in the film, television, radio or digital media industries who applies a broad range of competencies in a varied work context, using some discretion and judgement and relevant theoretical knowledge. They may provide technical advice and support to a team.

Job roles

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Archival media technician
- Camera/lighting assistant
- Community radio program maker/presenter
- Editing assistant
- Interactive media author assistant
- Production assistant.

Qualification Pathways

Prerequisites

There are no prerequisites for this qualification.

Pathways into the qualification

Candidates may enter the qualification with limited or no vocational experience and without a relevant lower level qualification.

Licensing, legislative, regulatory and certification considerations

There are no licensing, legislative, regulatory or certification issues that affect this qualification.

Qualification rules

Total number of units = 11

3 core units *plus*

8 elective units selected from the following list.

6 elective units must be selected from the list below. The other **2 elective units** may be selected from the remaining elective units listed, the CUF07 Screen and Media Training Package or any other currently endorsed national Training Package. Units selected must be recommended for packaging at Certificate III level.

Electives must be relevant to the work outcome, local industry requirements and the qualification level.

Core units	
Creative thinking	
BSBCRT301A	Develop and extend critical and creative thinking skills
Industry context	
CUFIND301A	Work effectively in the screen and media industries
OHS	
BSBOHS201A	Participate in OHS processes

Elective units	
Animation and digital effects	
CUFANM301A	Create 2D digital animations
CUFANM302A	Create 3D digital animations
CUFANM303A	Create 3D digital models
Audio/sound	
CUSSOU04A	Record sound
CUSSOU09A	Mix sound sources
CUFSOU204A	Perform basic sound editing
CUFSOU301A	Prepare audio assets
CUFSOU302A	Compile audio material for broadcast
CUSSOU10A	De-noise soundtracks
Bookkeeping	
BSBFIA301A	Maintain financial records
Broadcasting	
CUFBRD301A	Perform basic transmission operations
CUFBRD302A	Provide production support for television productions
CUFBRD303A	Prepare video material for television transmission
Camera/cinematography	
CUFCAM201A	Assist with a basic camera shoot
CUFCAM301A	Shoot material for screen productions
CUFCAM302A	Rig camera infrastructure
Creative thinking	
BSBCRT101A	Apply critical thinking techniques
Customer service	
BSBCUS201A	Deliver a service to customers
Design	
BSBDES201A	Follow a design process
BSBDES202A	Evaluate the nature of design in a specific industry context
BSBDES302A	Explore and apply the creative design process to 2D forms
BSBDES303A	Explore and apply the creative design process to 3D forms

Digital content and imaging	
CUFDIG201A	Maintain interactive content
CUFDIG301A	Prepare video assets
CUFDIG302A	Author interactive sequences
CUFDIG303A	Produce and prepare photo images
CUFDIG304A	Create visual design components
Diversity	
BSBDIV301A	Work effectively with diversity
Drawing	
CUVCOR08B	Produce drawings to represent and communicate the concept
First aid	
HLTFA301B	Apply first aid
General maintenance	
CUFGMT301A	Repair and maintain production equipment
ICT use	
ICAU3019B	Migrate to new technology
ICAU3126B	Use advanced features of computer applications
Innovation	
BSBINN201A	Contribute to workplace innovation
BSBINN301A	Promote innovation in a team environment
Lighting	
CUFLGT101A	Apply a general knowledge of lighting to work activities
CUFLGT301A	Prepare, install and test lighting equipment
CUFLGT302A	Record and operate standard lighting cues
CUFLGT303A	Install and operate follow spots
CUFLGT304A	Operate floor electrics
On-air presentation	
CUFAIR201A	Develop techniques for presenting information on radio
CUFAIR301A	Present radio programs
CUFAIR302A	Develop techniques for presenting information to camera
Post-production	
CUFPOS201A	Perform basic vision and sound editing
CUFPOS301A	Prepare motion picture film for printing or transfer
CUFPOS302A	Process motion picture film
CUFPOS303A	Print motion picture film
Production planning and management	
CUFPPM301A	Plan and prepare programs
CUFCMP301A	Implement copyright arrangements

Research	
CUFRES201A	Collect and organise content for broadcast or publication
Writing	
CUFWRT301A	Write content for a range of media
CUFWRT302A	Write simple stories

Selecting electives for different outcomes

The context for this qualification varies, and this must guide the selection of elective units. Examples of appropriate elective units for particular outcomes at this level follow.

Camera/lighting assistant

Core units plus:

- CUFCAM201A Assist with a basic camera shoot
- CUFCAM301A Shoot material for screen productions
- CUFCAM302A Rig camera infrastructure
- CUFLGT101A Apply a general knowledge of lighting to work activities
- CUFLGT302A Record and operate standard lighting cues
- CUFLGT301A Prepare, install and test lighting equipment
- CUFLGT303A Install and operate follow spots
- CUFLGT304A Operate floor electrics

Community radio program maker/presenter

Core units plus:

- CUFRES201A Collect and organise content for broadcast or publication
- CUFPPM301A Plan and prepare programs
- CUFWRT301A Write content for a range of media
- CUFSOU302A Compile audio material for broadcast
- CUFAIR201A Develop techniques for presenting information on radio
- CUFAIR301A Present a radio program
- BSBDIV301A Work effectively with diversity
- CUFSOU204A Perform basic sound editing

Interactive media author assistant

Core units plus:

- CUFDIG201A Maintain interactive content
- CUFDIG301A Prepare video assets
- CUFSOU301A Prepare audio assets
- CUFDIG302A Author interactive sequences
- CUFDIG303A Produce and prepare photo images
- CUFDIG304A Create visual design components
- CUFRES201A Collect and organise content for broadcast or publication
- CUFWRT301A Write content for a range of media

Production assistant

Core units plus:

- CUFWRT301A Write content for a range of media
- CUFPOS201A Perform basic vision and sound editing
- CUFEMP301A Implement copyright arrangements
- CUFRES201A Collect and organise content for broadcast or publication
- CUFBRD302A Provide production support for television productions
- BSBFIA301A Maintain financial records
- CUFDIG201A Maintain interactive content
- CUFGMT301A Repair and maintain production equipment

Archival media technician

Core units plus:

- CUFPOS201A Perform basic vision and sound editing
- CUFRES201A Collect and organise content for broadcast or publication
- CUFPOS301A Prepare motion picture film for printing or transfer
- CUFPOS302A Process motion picture film
- CUFPOS303A Print motion picture film
- CUSSOU10A De-noise soundtracks
- BSBCUS201A Deliver a service to customers
- CULMS412B Record and maintain collection information

Employability skills summary

CUF30107 Certificate III in Media

The following table contains a summary of the employability skills required by an interactive media author assistant based on the units listed above. Using this employability skills summary as an example, trainers and assessors can work out how employability skills would apply to other job roles relevant to the qualification to include important industry application of employability skills in learning and assessment strategies.

<i>Employability skill</i>	<i>Industry requirements for this qualification include:</i>
Communication	<ul style="list-style-type: none"> • interpreting and clarifying written or verbal instructions • interpreting and applying information in user manuals for software applications • writing copy that meets specific requirements
Teamwork	<ul style="list-style-type: none"> • seeking and responding to feedback on work in progress • working as a member of a production team – both independently on assignment and under direction
Problem solving	<ul style="list-style-type: none"> • anticipating and dealing with minor equipment set up and operational problems • modifying graphic images and elements of web pages to achieve desired effect
Initiative and enterprise	<ul style="list-style-type: none"> • generating a range of feasible ideas for visual designs within scope of job role • obtaining information in a culturally appropriate way • participating in quality improvement activities
Planning and organising	<ul style="list-style-type: none"> • collecting and organising information in a way that allows for easy retrieval • planning work tasks in a logical sequence • undertaking basic research into information to be used in written copy
Self-management	<ul style="list-style-type: none"> • acting within the scope of job role • following workplace procedures, particularly in relation to OHS • producing work within deadlines • seeking expert assistance when problems arise
Learning	<ul style="list-style-type: none"> • keeping up to date with industry developments and trends • improving writing skills through drafting and redrafting material • reviewing design and creative reference material to improve understanding of visual communication principles • identifying and taking advantage of opportunities for ongoing professional development
Technology	<ul style="list-style-type: none"> • managing files using standard naming conventions • using content management systems, authoring and digital imaging software • using link checking software • using video and audio software to prepare video and audio sequences for inclusion in interactive media products

Table 2 Status of units of competency from the Screen and Media HSC courses for Certificate II in Creative Industries (Media) and Certificate III in Media

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Screen and Media VET CEC	Certificate II in Creative Industries (Media)	Certificate III in Media
<i>Qualification packaging rules</i>					- 4 core - 2 specialists - 2 electives (listed or other)	- 3 core - 8 electives (min 6 listed)
BSBOHS201A	Participate in OHS processes	Nil	15	compulsory (120 & 240)	core	core
CUFIND301A	Work effectively in the screen and media industries	Nil	20	compulsory (240)	–	core
BSBCRT301A	Develop and extend critical and creative thinking skills	Nil	20	compulsory (240)	listed elective	core
CUFANM301A	Create 2D digital animations	Nil	30	elective (120 & 240)	–	listed elective
CUFANM302A	Create 3D digital animations	Nil	30	elective (120 & 240)	–	listed elective
CUFANM303A	Create 3D digital models	Nil	30	elective (120 & 240)	–	listed elective
CUFSOU204A	Perform basic sound editing	Nil	20	elective (120 & 240)	specialist	listed elective
CUFSOU301A	Prepare audio assets	Nil	20	elective (120 & 240)	–	listed elective
CUFSOU302A	Compile audio material for broadcast	Nil	20	elective (120 & 240)	–	listed elective
CUSSOU04A	Record sound	Nil	20	elective (120 & 240)	specialist	listed elective
CUSSOU09A	Mix sound sources	Nil	20	elective (120 & 240)	specialist	listed elective
CUSSOU10A	De-noise soundtracks	Nil	20	elective (120 & 240)	–	listed elective
BSBFIA301A	Maintain financial records	Nil	30	elective (120 & 240)	listed elective	listed elective

Screen and Media VET Content Endorsed Course Description

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Screen and Media VET CEC	Certificate II in Creative Industries (Media)	Certificate III in Media
CUFBRD301A	Perform basic transmission operations	Nil	25	elective (120 & 240)	–	listed elective
CUFBRD302A	Provide production support for television productions	Nil	25	elective (120 & 240)	–	listed elective
CUFBRD303A	Prepare video material for television transmission	Nil	25	elective (120 & 240)	–	listed elective
CUFCAM201A	Assist with a basic camera shoot	Nil	20	elective (120 & 240)	specialist	listed elective
CUFCAM301A	Shoot material for screen productions	Nil	30	elective (120 & 240)	–	listed elective
CUFCAM302A	Rig camera infrastructure	Nil	15	elective (120 & 240)	–	listed elective
BSBCRT101A	Apply critical thinking techniques	Nil	10	elective (120 & 240)	core	listed elective
BSBCUS201A	Deliver a service to customers	Nil	15	elective (120 & 240)	listed elective	listed elective
BSBDES201A	Follow a design process	Nil	20	elective (120 & 240)	listed elective	listed elective
BSBDES202A	Evaluate the nature of design in a specific industry context	Nil	15	elective (120 & 240)	listed elective	listed elective
BSBDES302A	Explore and apply the creative design process to 2D forms	Nil	25	elective (120 & 240)	–	listed elective
BSBDES303A	Explore and apply the creative design process to 3D forms	Nil	25	elective (120 & 240)	–	listed elective
CUFDIG201A	Maintain interactive content	Nil	15	elective (120 & 240)	specialist	listed elective
CUFDIG301A	Prepare video assets	Nil	20	elective (120 & 240)	–	listed elective
CUFDIG302A	Author interactive sequences	Nil	20	elective (120 & 240)	–	listed elective
CUFDIG303A	Produce and prepare photo images	Nil	15	elective (120 & 240)	–	listed elective
CUFDIG304A	Create visual design components	Nil	20	elective (120 & 240)	–	listed elective
CULLB307C	Use multimedia	Nil	15	elective (120 & 240)	specialist	–

Screen and Media VET Content Endorsed Course Description

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Screen and Media VET CEC	Certificate II in Creative Industries (Media)	Certificate III in Media
ICPMM296A	Create and test a CD-ROM/DVD	Nil	10	elective (120 & 240)	specialist	–
BSBDIV301A	Work effectively with diversity	Nil	15	elective (120 & 240)	listed elective	listed elective
CUVCOR08B	Produce drawings to represent and communicate the concept	Nil	25	elective (120 & 240)	–	listed elective
HLTFA301B	Apply first aid	Nil	20	elective (120 & 240)	–	listed elective
ICAU2006B	Operate computing packages	Nil	15	elective (120 & 240)	elective	–
ICAU3019B	Migrate to new technology	Nil	20	elective (120 & 240)	–	listed elective
ICAU3126B	Use advanced features of computer applications	Nil	30	elective (120 & 240)	–	listed elective
CUFIND201A	Develop and apply creative arts industry knowledge	Nil	20	elective (120 & 240)	core	–
BSBINM201A	Process and maintain workplace information	Nil	20	elective (120 & 240)	listed elective	–
BSBINN201A	Contribute to workplace innovation	Nil	15	elective (120 & 240)	other elective	listed elective
BSBINN301A	Promote innovation in a team environment	Nil	30	elective (120 & 240)	–	listed elective
CUFLGT101A	Apply a general knowledge of lighting to work activities	Nil	10	elective (120 & 240)	listed elective	listed elective
CUFLGT302A	Record and operate standard lighting cues	Nil	30	elective (120 & 240)	–	listed elective
CUFLGT303A	Install and operate follow spots	Nil	20	elective (120 & 240)	–	listed elective
CUETGE15B	Handle physical elements safely during bump in/bump out	Nil	20	elective (120 & 240)	listed elective	–
CUFAIR201A	Develop techniques for presenting information on radio	Nil	15	elective (120 & 240)	specialist	listed elective
CUFAIR301A	Present radio programs	Nil	20	elective (120 & 240)	–	listed elective
CUFAIR302A	Develop techniques for presenting information to camera	Nil	25	elective (120 & 240)	–	listed elective

Screen and Media VET Content Endorsed Course Description

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Screen and Media VET CEC	Certificate II in Creative Industries (Media)	Certificate III in Media
CUFPOS201A	Perform basic vision and sound editing	Nil	25	elective (120 & 240)	specialist	listed elective
CUFPOS301A	Prepare motion picture film for printing or transfer	Nil	30	elective (120 & 240)	–	listed elective
CUFPOS302A	Process motion picture film	Nil	30	elective (120 & 240)	–	listed elective
CUFPOS303A	Print motion picture film	Nil	30	elective (120 & 240)	–	listed elective
CUFPPM301A	Plan and prepare programs	Nil	20	elective (120 & 240)	–	listed elective
CUFCMP301A	Implement copyright arrangements	Nil	10	elective (120 & 240)	–	listed elective
CUFRES201A	Collect and organise content for broadcast or publication	Nil	15	elective (120 & 240)	specialist	listed elective
BSBWOR202A	Organise and complete daily work activities	Nil	15	elective (120 & 240)	listed elective	–
BSBWOR203A	Work effectively with others	Nil	15	elective (120 & 240)	core	–
CUFWRT301A	Write content for a range of media	Nil	30	elective (120 & 240)	–	listed elective
CUFWRT302A	Write simple stories	Nil	20	elective (120 & 240)	–	listed elective

Appendix Modification history

The Screen and Media VET CEC is based on the national *Screen and Media Training Package (CUF07)*.

Training Packages are not static documents – they are amended periodically to reflect the latest industry practices. This work is undertaken by the Industry Skills Council (developers of the Training Package) under continuous improvement processes.

This VET CEC will be updated as appropriate to ensure it is based on the most recent version of the Training Package and continues to meet the needs of key stakeholders.

The modification history is outlined in the table below.

Date	Comments
August 2009	Addition of modification history. General update of text to align with most current VET CEC course descriptions – no impact on course structures and requirements.
October 2008	Endorsement of the Screen and Media VET CEC (based on CUF07).