



Unit title	Record audiovisual journalistic material
SQA Unit code	H6PJ 04
SCQF level	6
SCQF credit points	5
SSC Ref	CDM24

History of changes to Unit

Publication date: completed by SQA

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Version	Description of change	Date

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Title:		Record audiovisual journalistic material	
Learning outcomes <i>The learner will be able to:</i>		Assessment criteria <i>The learner can:</i>	
1	Be able to obtain key contextual information relating to recording audio-visual material	1.1	Identify the house style of the commissioning agent, programme or channel
		1.2	Identify the intended target audience
		1.3	Identify the intended time and duration of transmission
		1.4	Identify key elements of the editorial brief
		1.5	Check the suitability of the location, indicating relevant factors for consideration
		1.6	Identify effective picture and audio and actuality possibilities as required, indicating relevant factors for consideration
2	Be able to use equipment and recording techniques appropriate to the task	2.1	Select suitable equipment for the task
		2.2	Check that equipment is in good operational order before use
		2.3	Use equipment to achieve the best possible technical quality of recordings
		2.4	Identify any equipment failures and breakdowns, ensuring that these are resolved promptly
		2.5	Keep recording equipment secure at all times
3	Be able to record audio-visual journalistic material	3.1	Brief relevant parties on the details of the story and the recording requirements
		3.2	Brief interviewees accurately about recording arrangements and techniques
		3.3	Conduct relevant interviews and vox-pops, recognising and responding to any unfolding events
		3.4	Record commentary or voiceover, if required
		3.5	Maintain adequate records to support the editing process
4	Be able to evaluate own work	4.1	Check the sufficiency and appropriateness of recorded footage to meet the editorial brief
		4.2	Check that the type and variety of footage is sufficient to support the editing process
		4.3	Review the footage gathered in the light of the brief to identify any changes required
		4.4	Check that deadlines for recorded material have been met

5 Be able to comply with relevant legal and regulatory requirements	5.1 Comply with relevant health and safety requirements
	5.2 Investigate relevant legal and compliance issues

Additional information about the Unit
Unit purpose and aim(s)
The unit assesses the ability to record effective audio and visual material, and to select and use the correct equipment and recording techniques, whether in a studio or on location. Learners will be able to identify and deal with equipment failures and breakdown, and to ensure that equipment is always secure and available for use.
Details of the relationship between the Unit and relevant national occupational standards (if appropriate)
Details of the relationship between the Unit and other standards or curricula (if appropriate)
N/A
Assessment requirements specified by a sector or regulatory body (if appropriate)
N/A

Assessment (evidence) Requirements

Evidence for this Unit should be generated in the workplace or a real work environment under normal commercial operating conditions. Simulation is only acceptable under certain circumstances, please refer to section 4.1 of Creative Skillset's 'Principles of Assessment for use with SVQs and competency-based qualifications in the SCQF'

Guidance on Instruments of Assessment

This Unit is designed to assess the skills and knowledge of candidates in the workplace.

Acceptable types of evidence

The following sources of evidence can be used in the assessment of the competency based learning outcomes:

- Direct observation of learners carrying out the relevant task;
- Portfolios (hard-copy and digital);
- Inspection and evaluation of products produced (this includes electronic evidence where appropriate);
- Questioning of learners to support performance;
- Simulation where agreed (see section 4.1 of Creative Skillset's 'Principles of Assessment for use with SVQs and competency-based qualifications in the SCQF');
- Expert Witness where specific expertise is required;
- Supplementary evidence (i.e. Witness Testimony);
- Recorded Internal competency assessments carried out as part of a structured in-company approach (i.e. ISO9000). Assessors should carry out only confirmatory observation.

For knowledge based learning outcomes the following sources of evidence can be used:

- Oral or written exams/test;
- Portfolios (hard-copy and digital);
- Presentations;
- Simulation on where agreed (see section 4.1);
- Assignments;
- Projects;
- Case studies.
- Professional Discussion

Please note: This is not an exhaustive list, all of the assessment methods associated with effective delivery and assessment of qualifications that attest to occupational competency may be used.

SQA's Guide to Assessment is designed to provide support for everyone who assesses for SQA qualifications. It looks at the principles of assessment, and brings together information on assessment in general as well as on best practice in assessment. The Guide to Assessment can be downloaded free from SQA's website:

http://www.sqa.org.uk/files_ccc/GuideToAssessment.pdf