



Higher National Unit specification: general information

Unit title: Radio: Advanced Technical Operations: Outside Broadcast

Unit code: FT63 35

Superclass: KA

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Version: 01

Unit purpose

This Unit is designed to enable candidates to acquire the knowledge and skills necessary to prepare for and then record an outside broadcast radio production.

On completion of the Unit the candidate should be able to:

- 1 Prepare to undertake an Outside Broadcast.
- 2 Set up equipment for an Outside Broadcast.
- 3 Carry out technical operations on an Outside Broadcast.

Recommended prior knowledge and skills

Entry to this Unit is at the discretion of the delivering centre, however candidates would benefit from some basic knowledge and experience of radio broadcast studio technical operations. This could be demonstrated by achievement of Higher National Units *Radio: Technical Operations, Recording and Editing, Radio: Advanced Technical Operations: Studio* or relevant work experience.

Credit points and level

1 Higher National Unit credit at SCQF level 8: (8 SCQF credit points at SCQF level 8*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

General information (cont)

Core Skills

Opportunities to develop aspects of Core Skills are highlighted in the Support Notes of this Unit specification.

There is no automatic certification of Core Skills or Core Skill components in this Unit.

Context for delivery

This Unit is an optional Unit within the HND in Creative Industries: Radio but can also be delivered as a stand-alone Unit.

If this Unit is delivered as part of a Group Award, it is recommended that it should be taught and assessed within the subject area of the Group Award to which it contributes.

Assessment

The assessment of this Unit could take the form of a single practical assignment in which the candidate is required to prepare, set up and carry out the technical operations of an outside broadcast. This could be supported by the production of relevant paperwork.

Higher National Unit specification: statement of standards

Unit title: Radio: Advanced Technical Operations: Outside Broadcast

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The sections of the Unit stating the Outcomes, Knowledge and/or Skills, and Evidence Requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the Knowledge and/or Skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Prepare to undertake an Outside Broadcast.

Knowledge and/or Skills

- ◆ Communication with Producer
- ◆ Communication with host venue
- ◆ Venue — equipment installation and acoustic characteristics
- ◆ Appropriate microphones for sound sources and final format
- ◆ Floor plans
- ◆ Equipment installation plans
- ◆ Health and Safety

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ communicate effectively with producer
- ◆ communicate effectively with host venue
- ◆ produce an equipment installation plan
- ◆ assess venue with respect to equipment installation with regard to Health and Safety requirements
- ◆ assess venue with respect to acoustic characteristics
- ◆ select appropriate microphones taking sound source and final format in to account
- ◆ produce a floor plan

Higher National Unit specification: statement of standards (cont)

Unit title: Radio: Advanced Technical Operations: Outside Broadcast

Assessment Guidelines

The assessment for this Outcome could be combined with that of Outcomes 2 and 3 as part of a single holistic assessment for the Unit.

The candidate could be given a suitable brief, by the producer, enabling him/her to carry out all pre-production activities, thereby producing the evidence required for this Outcome. The pre-production activities could be recorded through the use of an observation checklist supported by relevant documentation (including risk assessment, equipment installation plan and floor plan).

Outcome 2

Set up equipment for an Outside Broadcast.

Knowledge and/or Skills

- ◆ Testing and checking equipment
- ◆ Identifying and solving problems with recording equipment
- ◆ Correct microphone positioning
- ◆ Configuring a multi function location sound mixer
- ◆ Connecting the microphones to the sound mixer
- ◆ Connecting the sound mixer to a recorder
- ◆ Setting up headphones and talkback
- ◆ Ensuring correct format, level and dynamic range
- ◆ Health and Safety

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ ensure that all equipment is in full working order
- ◆ set up, connect and line up all equipment
- ◆ comply with all relevant Health and Safety requirements

Assessment Guidelines

Practical evidence for this Outcome could be recorded through the use of an observation checklist.

The assessment for this Outcome could be combined with that of Outcomes 1 and 3 as part of a single holistic assessment for the Unit.

Higher National Unit specification: statement of standards (cont)

Unit title: Radio: Advanced Technical Operations: Outside Broadcast

Outcome 3

Carry out technical operations on an Outside Broadcast.

Knowledge and/or Skills

- ◆ Mixing desk operation
- ◆ Information and direction given via headphones and talkback
- ◆ Appropriate levels for multiple sound sources
- ◆ Contingencies
- ◆ Health and Safety

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ carry out all activities in the production phase of an outside broadcast radio programme

Assessment Guidelines

Practical evidence for this Outcome could be recorded through the use of an observation checklist.

The assessment for this Outcome could be combined with that of Outcomes 1 and 2 as part of a single holistic assessment for the Unit.

Higher National Unit specification: support notes

Unit title: Radio: Advanced Technical Operations: Outside Broadcast

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this Unit

This Unit is designed to develop knowledge and skills in outside broadcast technical operations. The Unit will enable the candidate to who has already achieved skills in studio based techniques to expand into the area of working with a producer and production team on a location based radio programme. The candidate will develop an understanding of how to carry out 'recces' and risk assessments in order to evaluate the location both acoustically and for Health and Safety purposes. The candidate will develop an understanding of how to prepare appropriate documentation for the safe and appropriate installation of equipment on location and how to set up, test and check equipment and remedy any faults identified. They will also develop the knowledge and skills required to carry out the role of a technical operator on an outside broadcast.

Guidance on the delivery and assessment of this Unit

This Unit is designed to provide the candidate with technical and professional knowledge and skills relating to the role of a technical operator within an outside broadcast radio production team.

The delivery and assessment of this Unit is likely to be undertaken in conjunction with other relevant Units, however it is possible for it to be delivered as a stand-alone Unit if the candidate is engaged on suitable work placement or the centre can provide a viable project in the work place.

There will be opportunities to integrate the delivery and assessment of this Unit with other relevant Units, for example:

| | |
|---------|---|
| FT67 35 | <i>Advanced Radio Presentation</i> |
| FT62 35 | <i>Radio Magazine Production</i> |
| FT5V 35 | <i>Radio: News Programme Production</i> |

This would allow the work the candidate undertakes in this Unit to be related to other real work and will support the delivery and assessment of those other Units.

There is a clear sequential aspect to the Outcomes so it is strongly suggested that the Unit is deliver in the order the Outcomes are stated in.

In order to provide a reasonable indication of the industry requirements for this type of work it is suggested that set up is conducted under reasonable time constraints. To further simulate industry conditions it is suggested that the broadcast for Outcome 3 be a minimum of 30 minutes in duration.

Higher National Unit specification: support notes (cont)

Unit title: Radio: Advanced Technical Operations: Outside Broadcast

Open learning

Given the highly practical nature of this Unit it does not lend itself to open or distance Learning.

Opportunities for the use of e-assessment

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or e-checklists. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

Opportunities for developing Core Skills

There are opportunities to develop the Core Skills of *Communication, Information and Communication Technology (ICT), Problem Solving* and *Working with Others* at SCQF level 6 in this Unit, however there is no automatic certification of Core Skills or Core Skills components.

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website www.sqa.org.uk/assessmentarrangements

History of changes to Unit

| Version | Description of change | Date |
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General information for candidates

Unit title: Radio: Advanced Technical Operations: Outside Broadcast

This Unit is designed to give you the experience of working as a Technical Operator as part of a production team working on an outside broadcast. As Technical Operator it will be your job to ensure that the technical elements of the setting up for broadcast and the 'transmission' and recording of this programme takes place in a smooth and efficient manner.

You will be responsible for:

- ◆ Communicating effectively with the Producer and Production Team during pre-production and production
- ◆ Communicating effectively with the host venue during pre-production and production
- ◆ Testing and checking equipment
- ◆ Identifying and rectifying problems with recording equipment
- ◆ Identifying and rectifying problems with other studio/transmission equipment
- ◆ Operating studio equipment and controls efficiently and effectively
- ◆ Assessing and identifying 'on air' problems or equipment failures
- ◆ Handling 'on air' problems or equipment failures with minimum disruption to transmission and/or recording

You will be assessed in this Unit by observation of your practical work supported by the paperwork you will produce while carrying out the practical work.