

Scottish Group Award Specifications

SGA in:	Communication and Media		
Level:	Intermediate 2	Code:	G5A5 11

Summary of requirements

SGA in Communication and Media at Intermediate 2

National Courses and Units required*

2 mandatory National Courses (8 credits) at Intermediate 2:
English and Communication
Media Studies

Details in specific section

plus

8 credits at minimum of Intermediate 1

Details in open section

Total 16 credits

Core Skills required*

The above must include or cover:
1 core skill at Intermediate 2
4 core skills at Intermediate 1

Details in specific section

*See Important Note on page 4.

Rules for credit contribution for specific and open sections

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 in the open section of the specification

Hierarchies

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

Double counting

- courses and units with the same title at different levels cannot both contribute credits to the SGA, eg **either** French (Int 1) **or** French (Int 2)
- courses at the same level in the same subject cannot both contribute credits to the SGA, eg **either** the National Course in Drama at Intermediate 2 **or** Standard Grade Drama at Credit Level (See Section F)
- same course with different grades cannot both contribute credits to the SGA, eg **either** Media Studies (Int 2) at grade A **or** Media Studies (Int 2) at grade C
- same course or unit cannot contribute credit to both the specific and open sections of an SGA

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.

Course/unit no	Course/unit title	Credits
Two mandatory National Courses:		
C039 11	English and Communication (Int 2)	4
C058 11	Media Studies (Int 2)	4

Total credits required: 8

**** Core skills requirement**

Communication at Intermediate 2
Numeracy at Intermediate 1
Information Technology at Intermediate 1
Problem Solving at Intermediate 1
Working with Others at Intermediate 1

** See Section D for core skills details.

Note: Candidates may substitute designated Standard Grades at Credit Level for National Courses at Intermediate 2 in this section. (See Section F)

Open section

B

8 credits at minimum of Intermediate 1 are required to complete this SGA. These can be chosen from either one or both of the following sections:

- Open section (any qualification listed below)
- Specific section (units and courses not already chosen)

The 8 credits may be made up from any of the following. Each has a fixed credit value for the purposes of this SGA.

Qualifications	Credit
National Units at Intermediate 1 or above	each typically 1
National Courses at Intermediate 1 or above	each 4
Standard Grades at General Level contribute credits at <i>Intermediate 1</i> *	each 4
Standard Grades at Credit Level contribute credits at <i>Intermediate 2</i> *	each 4
Free-standing core skills units (if required to complete the core skills requirement)	each 1
Relevant SVQs at Level 1 in the following occupational areas contribute credits at <i>Intermediate 1</i> :	max 8
009 (Providing Business Services)	
010 (Communicating and Entertaining)	
Relevant SVQs at Level 2 in the following occupational areas contribute credits at <i>Intermediate 2</i> :	max 8
009 (Providing Business Services)	
010 (Communicating and Entertaining)	

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

Note: There are many ways in which the 8 credits at Intermediate 1 can be achieved and the following sections are provided for your information.

Open section: Qualifications which can contribute credits to this group award.

Programme advice: Guidance on possible combinations of units and courses which candidates might choose in order to gain the required credits.

Centres and candidates should agree the most appropriate way of gaining the required credits to meet each candidate's individual needs.

Rules for credit contribution for specific and open sections

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 in the open section of the specification

Hierarchies

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

Double counting

- courses and units with the same title at different levels cannot both contribute credits to the SGA, eg **either** French (Int 1) **or** French (Int 2)
- courses at the same level in the same subject cannot both contribute credits to the SGA, eg **either** the National Course in Drama at Intermediate 2 **or** Standard Grade Drama at Credit Level (See Section F)
- same course with different grades cannot both contribute credits to the SGA, eg **either** Media Studies (Int 2) at grade A **or** Media Studies (Int 2) at grade C
- same course or unit cannot contribute credit to both the specific and open sections of an SGA

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

Note: Advice on making up programmes of credit from the open section follows in Section C.

Programme advice

C

Candidates having met the requirements of the specific section need to achieve a further 8 credits at a minimum of Intermediate 1. The general rules are defined in Section B.

A wide choice is available to meet the 8 credits. Centres should consider individual candidate needs, eg for further specialist work within the title area of the SGA or for broadening beyond the SGA title area.

Advice has been developed in the following section on possible groupings of units and courses. This might be useful in the selection of programmes to meet individual candidates' career and progression needs in communication and media. The groupings are not exhaustive. Centres and candidates can choose other provision from SQA's range of qualifications to build up a coherent programme.

Candidates can make up the 8 credits by selecting courses and/or units from a range of these groupings or by selecting courses and/or units from an individual grouping according to their needs.

Please note the rules on hierarchical substitution and double-counting listed in Section B when finalising individual candidate SGA programmes.

*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
Advertising and Marketing		
Free-standing National Units:		
EB5R 11	Basic Reception Skills (Int 2) [6170122]	1
D0SG 11	Consumer Studies (Int 2) [5120057]	1
D0VJ 11	Customer Service Skills (Int 2) [5190027]	0.5
D0Y9 11	Identifying Opportunities: Recognising Entrepreneurial Potential (Int 2) [6350056]	1
D0XT 11	Market Research Principles (Int 2) [6260036]	1
D0XP 11	Marketing: Basic Principles (Int 2) [6260006]	1
D0Y8 11	Selling Principles (Int 2) [6340026]	1
D0SD 10	Customer Contact (Int 1) [5120021]	0.5
Audio Visual		
Component unit of Music course:		
D354 10	†Sound Engineering and Production (Int 1)	1
Free-standing National Units:		
D1D0 11	Multimedia Computing: Introduction to Video Production (Int 2) [8110168]	1
EF5V 11	Radio: Making a Programme 1 (Int 2) [7110075]	1
EF60 11	Television: Basic Production Techniques (Int 2) [7110115]	1
D0HS 11	Video Production Technology: Basic Skills (Int 2) [61790]	1
D13D 11	Video Skills: Presentation and Production (Int 2) [7290803]	1
EF70 11	Video: Basic Linear Editing Techniques (Int 2) [7110177]	1
EF69 11	Video: Basic Origination Techniques (Int 2) [7110165]	1

Course/unit no	Course/unit title	Credits
Communication		
Free-standing National Units:		
D0YE 11	Communicating in Meetings (Int 2) [7110330]	1
ED4Y 11	Debating (Int 2) [7110533]	0.5
EA3B 11	Practical Talking Skills (Int 2) [7110310]	1
EA3A 11	Practical Writing Skills (Int 2) [7110320]	1
E9X5 10	Creative Writing 1 (Int 1) [7110401]	1
Drama		
Course:		
C037 10	Drama (Int 1)	4
Component units of course:		
D193 10	*Drama Skills (Int 1)	1
D195 10	*Production (Int 1)	1
D194 10	*Theatre Production Skills (Int 1)	1
Free-standing National Units:		
D12M 11	Role Play (Int 2) [7290523]	1
EB5E 10	Creative Drama 1 (Int 1) [7290503]	1
Gàidhlig		
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		
Information Technology		
Component unit of Graphic Communication course:		
D173 11	*Computer Graphics (Int 2)	1
Component units of Information Systems course:		
D300 11	†Applications of Information Technology in Society (Int 2)	1
D301 11	†Multimedia (Int 2)	1
Course:		
C016 10	Computing Studies (Int 1)	4
Component units of course:		
D094 10	*Computer Application Software (Int 1)	1
D093 10	*Computer Systems (Int 1)	1
D097 10	†Information Systems (Int 1)	1
D095 10	†Software Development (Int 1)	1
D096 10	†The Internet (Int 1)	1

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

Component unit of Administration course:

D008 10	*Information Technology: Office Applications (Int 1)	1
---------	--	---

Free-standing National Units:

D967 11	Computer Applications Software – Number (Int 2)	1
D968 11	Computer Applications Software – Text (Int 2)	1
D976 11	Desk-top Publishing (Int 2)	1
D16F 11	Computer Applications Package (Word Processing): Practitioners (Int 2) [8110157]	1

Law

Free-standing National Units:

D0WD 11	Introduction to Legal Rights, Obligations and Processes (Int 2) [6150066]	1
EG33 10	Scottish Legal Framework (Int 1) [6150057]	1

Library and Information

Free-standing National Units:

ED5P 11	Store, Retrieve and Supply Information (Int 2) [6170263]	1
D17E 10	The Internet 1 (Int 1) [8260005]	1
ED4S 11	Using Information Retrieval Skills 2 (Int 2) [7130124]	0.5
ED5F 10	Store and Retrieve Information using an Established Storage System (Int 1) [6170183]	1
EA7C 10	Practical Tasks in Library and Information Work (Int 1) [7130101]	2
ED4R 10	Using Information Retrieval Skills 1 (Int 1) [7130114]	0.5

Media Studies

Free-standing National Units:

EA2W 10	Introduction to Media Studies (Int 1) [7112010]	1
D0YR 11	Media Studies: Popular Comics (Int 2) [7112101]	1
D0YT 11	Media Studies: Press and Magazines 1 (Int 2) [7112121]	1
D0YW 11	Media Studies: Radio 1 (Int 2) [7112141]	1
D10A 11	Media Studies: Television 1 (Int 2) [7112171]	1
D0YH 11	General Media Studies (Int 2) [7112021]	1

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

¹See Rules of credit contribution

Course/unit no	Course/unit title	Credits
Politics and Society		
Course:		
C070 10	Politics (Int 1)	4
Component units of course:		
D389 10	*Political Theory: An Introduction (Int 1)	1
D390 10	*Political Structures: An Introduction (Int 1)	1
D391 10	*Political Behaviour: An Introduction (Int 1)	1
Course:		
C064 10	Modern Studies (Int 1)	4
Component units of course:		
D343 10	*Political Issues in the United Kingdom (Int 1)	1
D344 10	*Social Issues in the United Kingdom (Int 1)	1
D345 10	*International Issues (Int 1)	
Self Employment		
Free-standing National Unit:		
EF3L 11	Introduction to the Nature of the Business (Int 2) [6350036]	1
Social Sciences		
Course:		
C072 10	Religious, Moral and Philosophical Studies (Int 1)	4
Component units of course:		
D408 10	*Making Moral Decisions (Int 1)	1
D411 10	†Justice in the World (Int 1)	1
D409 10	†Nature of Belief (Int 1)	1
D410 10	†Religion and the Social World (Int 1)	1
Course:		
C074 10	Sociology (Int 1)	4
Component units of course:		
D431 10	*Research Methods: An Introduction (Int 1)	1
D430 10	*Social Stratification: An Introduction (Int 1)	1
D429 10	*Socialisation: An Introduction (Int 1)	1
Component units of Psychology course:		
D339 10	*Psychology: An Introduction (Int 1)	2
D400 10	†Cognitive Psychology (Int 1)	1
D401 10	†Social Psychology (Int 1)	1
Free-standing National Units:		
EB05 11	Explaining Human Behaviour: An Introduction (Int 2) [7141301]	1
D11S 11	Philosophy and Knowledge (Int 2) [7176021]	1

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

Visual Presentation

Free-standing National Units:

D0MP 12	Basic Studio Photography (H) [81852]	1
D16W 12	Introduction to Close-up Photography (H) [8170041]	1
EE2C 11	Introduction to Location Photography (Int 2) [8170094]	1
D0F7 11	Multimedia Computing: Introduction to Digital Photography (Int 2) [8110178]	1
D952 11	Photography: An Introduction (Int 2)	1
D16X 11	Photography: Introduction to Portraiture (Int 2) [8170074]	1
D959 11	Two-Dimensional Design – Basic Skills (Int 2)	1
D962 11	Two-Dimensional Design – The Design Process (Int 2)	1

Word Processing

Component unit of Administration course:

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

Free-standing National Units:

D16F 11	Computer Applications Package (Word Processing): Practitioners (Int 2) [8110157]	1
ED62 11	Produce and Present Business Documents from Dictated Material (Int 2) [6170363]	1
ED60 11	Produce and Present Business Documents from Provided Material (Int 2) [6170343]	1
ED61 11	Produce and Present Business Documents from Recorded Material (Int 2) [6170353]	1

Work Experience

Component unit of Personal and Social Education course:

D366 10	*Vocational Awareness and Development (Int 1)	1
---------	---	---

Free-standing National Units:

D01M 11	Work Experience (Int 2)	1
ED5N 11	Create and Maintain Effective Working Relationships (Int 2) [6170253]	1
ED5D 10	Develop Effective Working Relationships (Int 1) [6170163]	1

Core Skills

Free-standing National Units:

D01B 11	Communication (Int 2)	1
D01D 10	Information Technology (Int 1)	1
D01C 10	Numeracy (Int 1)	1
D01E 10	Problem Solving (Int 1)	1
D01F 10	Working with Others (Int 1)	1

Candidates who have not achieved these core skills in other ways must select the required core skills units. See Section D for further information.

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

Core skills

D

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

Core skill	Level
Communication	Intermediate 2
Numeracy	Intermediate 1
Information Technology	Intermediate 1
Problem Solving	Intermediate 1
Working with Others	Intermediate 1

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 at Credit Level is given automatic certification of Communication at Intermediate 2. Standard Grade Mathematics at General Level gives automatic certification of Numeracy at Intermediate 1.
- by selecting from the group award units and courses which give automatic certification of core skills, eg Intermediate 2 Media Studies course gives automatic certification of Problem Solving at Intermediate 2 and Working with Others at Intermediate 2
- by selecting dedicated core skills units in the open section of 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 Communication at Intermediate 2, a candidate whose profile shows Written Communication at Intermediate 2 and Oral Communication at Intermediate 1 would not meet the requirement and would have to improve in Oral Communication.

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

E

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, D334 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:

D334 10	Media Production (Int 1)
D334 11	Media Production (Int 2)
D334 12	Media Production (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, Media Production (H) can be counted instead of Media Production (Int 2).

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:

C039 10	English and Communication (Int 1)
C039 11	English and Communication (Int 2)
C039 12	English and Communication (H)
C039 13	English and Communication (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, English and Communication (H) can be counted instead of English and Communication (Int 2).

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

Standard Grades

F

Designated Standard Grades at Credit Level can contribute 4 credits each to the SGA in place of corresponding National Courses in the *specific section*.

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)

Note: Any Standard Grade at General or Credit Level can contribute 4 credits to the *open section*.

SVQs

G

Relevant Scottish Vocational Qualifications (SVQs) from occupational areas 009 (Providing Business Services) and 010 (Communicating and Entertaining) can each contribute up to eight credits to the open section of the SGA.

SVQs at Level 2 contribute credits at Intermediate 2.

SVQs at Level 1 contribute credits at Intermediate 1.

The following are **examples** of relevant SVQs.

Code no	Relevant SVQs	Level
009 Providing Business Services		
G3KD 22	Information Systems Analysis	2
G2XY 21	Operating Information Technology	1
G3JY 22	Using Information Technology	2
010 Communicating and Entertaining		
G3LS 22	Design: Exhibition Design	2
G3LR 22	Design: Graphic Design	2
G3LX 22	Design: Product Design	2
G3L6 22	Desk Top Publishing	2
G3LM 22	Information and Library Services	2
G3KX 22	Origination	2
G3L3 22	Photography	2
G3KY 22	Print Commercial	2

Version 01 Revised
© Copyright SQA: 2000