



## National Unit Specification: general information

**UNIT** Media: Directing a Single Camera Production (SCQF level 6)

**CODE** F586 12

### SUMMARY

The purpose of this Unit is to introduce candidates to the knowledge and skills necessary to direct a single camera video production. The candidate will be introduced to the stages of pre-production, production and post-production from the perspective of a director and will be given the opportunity to translate a written script into images and sounds on screen. They will also have the opportunity to evaluate how effective their role as director has been.

This Unit is suitable for candidates with little knowledge or experience of directing.

### OUTCOMES

- 1 Carry out pre-production tasks in the role of director for a given programme brief.
- 2 Carry out production tasks in the role of director for a given programme brief.
- 3 Carry out and supervise post-production tasks for a given programme brief.
- 4 Review and evaluate own performance as a director within the given programme.

### RECOMMENDED ENTRY

Entry is at the discretion of the centre. Candidates would benefit from having good communication skills.

### CREDIT VALUE

1 credit at Higher (6 SCQF credit points at SCQF level 6\*).

*\*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.*

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#### Administrative Information

**Superclass:** KF

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## **National Unit Specification: general information (cont)**

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### **CORE SKILLS**

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

There are opportunities for Core Skill development, these are highlighted in the Support Notes of this Unit Specification.

## **National Unit Specification: statement of standards**

### **UNIT      Media: Directing a Single Camera Production (SCQF level 6)**

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit Specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

#### **OUTCOME 1**

Carry out pre-production tasks in the role of director for a given programme brief.

##### **Performance Criteria**

- (a) Develop an effective production script and storyboard for a given programme brief.
- (b) Develop an effective shooting script for a given programme brief.
- (c) Select the cast and crew for the production.
- (d) Effectively organise and chair production meetings to develop a given programme brief.
- (e) Carry out a risk assessment effectively.

#### **OUTCOME 2**

Carry out production tasks in the role of director for a given programme brief.

##### **Performance Criteria**

- (a) Use the shooting script to identify the shots to be recorded.
- (b) Record any changes to the shooting script during the shoot.
- (c) Use the shooting script to direct camera, sound, and lighting.
- (d) Communicate effectively with cast and crew.
- (e) Create a log sheet of shots recorded.

#### **OUTCOME 3**

Carry out and supervise post-production tasks for a given programme brief.

##### **Performance Criteria**

- (a) Identify and select appropriate shots using the log sheet.
- (b) Review selected shots and produce a completed Edit Decision List.
- (c) Explain editing requirement to crew and supervise editing process.
- (d) Create a final edited version of the programme.

#### **OUTCOME 4**

Review and evaluate own performance as a director within the given programme.

- (a) Identify strengths and areas for improvement in the pre-production process.
- (b) Identify strengths and areas for improvement in the production process.
- (c) Identify strengths and areas for improvement in the post-production process.
- (d) Evaluate own communication skills used.

## **National Unit Specification: statement of standards (cont)**

### **UNIT        Media: Directing a Single Camera Production (SCQF level 6)**

#### **EVIDENCE REQUIREMENTS FOR THIS UNIT**

Candidates are required to work to a brief for Outcomes 1, 2 and 3. The brief will specify:

- ◆ the script
- ◆ the required duration of the completed production

#### **Outcome 1 — Written and/or Oral Evidence and Performance Evidence**

Candidates are required to produce written and/or oral evidence in the form of a production script, storyboard, a log of the development of the shooting script, the completed shooting script, and a completed risk assessment.

Performance evidence, supported by an assessor observation checklist, is required to show that:

- ◆ candidates can effectively organise and chair production meetings. The organisation of the production meetings must involve allocating the task of note-taking to an appropriate member of production team (ie the Production Assistant).
- ◆ candidates can effectively select appropriate personnel to operate camera, lighting, sound, editing and acting roles.

Evidence should be gathered at appropriate points throughout the Unit.

#### **Outcome 2 — Performance and Product Evidence**

Candidates are required to produce performance evidence which shows that they can:

- ◆ use the shooting script to identify the shots to be recorded
- ◆ use the shooting script to direct camera, sound, and lighting
- ◆ communicate effectively with cast and crew

Product evidence is also required in the form of an amended shooting script which details changes made during the shoot and a log sheet of shots recorded (including type and duration of shot). Evidence should be gathered at appropriate points throughout the Unit.

#### **Outcome 3 — Performance and Product Evidence**

Performance evidence, supported by an assessor observation checklist, is required to show that candidates can:

- ◆ identify and select appropriate shots using the log sheet of shots recorded
- ◆ review selected shots
- ◆ explain editing requirements to crew
- ◆ supervise editing process

## **National Unit Specification: statement of standards (cont)**

### **UNIT        Media: Directing a Single Camera Production (SCQF level 6)**

Candidates are required to produce product evidence in the form of:

- ◆ a completed Edit Decision List
- ◆ a final edited version of the programme on video tape or other equivalent retrievable media format

Evidence should be gathered at appropriate points throughout the Unit.

#### **Outcome 4 — Written and/or Oral Evidence**

For Outcome 4, written and/or oral recorded evidence should cover, strengths and areas for improvement in the:

- ◆ pre-production process
- ◆ production process
- ◆ post production process

Candidates must evaluate their own communication skills.

Evidence should be gathered at appropriate points throughout the Unit.

## **National Unit Specification: support notes**

### **UNIT        Media: Directing a Single Camera Production (SCQF level 6)**

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 an optional Unit within the National Certificate Group Award in Media (SCQF level 6), but can be taken as a free-standing Unit.

The purpose of this Unit is to introduce candidates to the planning, recording and finishing stages of video production with reference to the director's role. The Unit will also introduce the necessity for the director to liaise closely with members of the cast and crew. The Outcomes follow typical broadcast media and industrial practices and although not universal they should share a commonality enabling the candidate to identify the key stages of production.

After completing the Unit the candidate may choose to develop directing skills towards more complex productions, for example, multi-camera productions.

This Unit is suitable for candidates who have little previous knowledge or experience of directing for video production.

#### **GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT**

It is suggested that the Outcomes are approached sequentially. The Outcomes are interrelated and the teacher/lecturer should choose how best to structure the teaching and practical activity to exploit the relationships.

Candidates may benefit from visiting a television studio during a programme shoot to allow observation of professional practice. Candidates should be advised to follow current industrial practice as closely as possible. In addition, candidates may wish to investigate the availability of instructional texts on directing.

The focus of learning and teaching should be on practical activities where candidates are introduced to the pre-production, production and post-production tasks and given the opportunity to rehearse these procedures.

#### **OPPORTUNITIES FOR CORE SKILL DEVELOPMENT**

Candidates will be producing written and/or oral communication evidence as part of the assessment. This offers ideal opportunities to develop aspects of the Core Skill of *Communication*.

Through the process of carrying out pre-production, production, post-production activities and evaluation candidates will have the opportunity to develop aspects of the Core Skill of *Problem Solving*.

## **National Unit Specification: support notes (cont)**

### **UNIT        Media: Directing a Single Camera Production (SCQF level 6)**

Candidates are required to work with others during Outcomes 1, 2 and 3 where they are coordinating the activities of the crew and cast and chairing production meetings. This provides ideal opportunities to develop the Core Skill of *Working with Others*.

#### **GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT**

The following approach to assessment is suggested:

Outcome 1, 2, 3 and 4:                Practical Project

Time should be allowed for any necessary re-assessment.

#### **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 communications 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)*.

#### **CANDIDATES WITH DISABILITIES AND/OR ADDITIONAL SUPPORT NEEDS**

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* ([www.sqa.org.uk](http://www.sqa.org.uk)).