



National Unit specification: general information

Unit title: Working with Photographs (SCQF level 5)

Unit code: H28T 11

Superclass: KE

Publication date: August 2012

Source: Scottish Qualifications Authority

Version: 01

Summary

This Unit develops understanding of what makes a good image. Candidates will initially gather and select images to enhance. They will decide how best to enhance them and the images will be named, filed and stored for easy retrieval. Candidates will then present the images for a given purpose. This Unit has been developed as part of the National Progression Award in Photography at SCQF level 5. It is a mandatory Unit within the NPA but may also be delivered as a free-standing Unit. No previous experience of photography is required, and it may facilitate progression to further photographic studies.

Outcomes

- 1 Select images to evaluate giving reasons for your choice.
- 2 Enhance images.
- 3 Present images effectively for a given purpose.
- 4 Store and handle images safely.

Recommended entry

While entry is at the discretion of the centre, an interest in photography/creative digital media would be beneficial.

Credit points and level

1 National Unit credit at SCQF level 5 (6 SCQF credit points at SCQF level 5*)

**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)

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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.

National Unit specification: Statement of Standards

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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

Select images to evaluate giving reasons for your choice.

Performance Criteria

- (a) Identify strengths and weaknesses of the selected images.
- (b) Identify areas to enhance within each image.

Outcome 2

Enhance images.

Performance Criteria

- (a) Resize images for presentation in a range of outputs.
- (b) Explain how the enhancements were made.

Outcome 3

Present images effectively for a given purpose.

Performance Criteria

- (a) Identify the purpose of the image.
- (b) Select an appropriate format and size for the image.
- (c) Present the finished image.

Outcome 4

Store and handle images safely.

Performance Criteria

- (a) Select an appropriate method to store the images.
- (b) Store the images in a secure and accessible manner.
- (c) Explain the importance of appropriate storage and handling.

National Unit specification: Statement of Standards

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Evidence Requirements for this Unit

Evidence is required to demonstrate that the candidate has achieved all Outcomes and Performance Criteria for this Unit. Product and performance evidence are required and can be submitted in digital or printed formats.

Outcome 1

Candidates must gather five images and explain how the images may be enhanced. One image must be a landscape. They must then select three of the images and identify three strengths and three weaknesses from each. Candidates must then suggest two possible improvements for each image.

Outcome 2

Candidates must enhance three images. Candidates must select a minimum of two areas in each to enhance. Images must be resized appropriately for the presentation method the candidate has chosen from Outcome 3.

Outcome 3

Candidates must present their images effectively for a given purpose. For each image, candidates must identify the purpose, and select an appropriate format and size.

Candidates must choose one of the following options to show their finished work:

- ◆ print images for inclusion in a folio or workbook. The print size should be no smaller than 6" x 4" (15.24 cm x 10.16 cm) and no bigger than 8" x 6" (20.32 cm x 10.16 cm).
or
- ◆ a CD/DVD with the original images and the enhanced versions.
or
- ◆ an electronic presentation using the original images and the enhanced version.

Outcome 4

Candidates must label and store the finished images using an appropriate method to store the final products. They must label the images in a manner which makes them easy to retrieve and explain a minimum of two of the issues involved in storing images.

National Unit specification: support notes

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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 broadly aligned to the following National Occupational Standards for Photo Imaging from Skillset:

- P1-1 Apply copyright and other laws relating to usage and licensing of images
- P1-23 Research and access images
- P1-24 Source and acquire images
- P1-25 Carry out the process of image cataloguing
- P1-26 Store, conserve and preserve images

The Unit can be delivered as part of a Group Award. It can also be taken as a freestanding Unit. The Unit is designed to make candidates aware of what is required to gain an understanding of photographs, their components and handling images securely and safely. The candidate will gain experience on how to evaluate images with regard to content, composition and lighting. Candidates will show that they can enhance a number of images and present the final result. This could take the form of digital or traditional methods including black and white and/or printed images. Candidates will also demonstrate that they can select a format in which to store their images. This should cover topics such as: the choice of storage device, ie USB, CD, DVD, file size, and backing up the material. A brief introduction to copyright should be included.

Guidance on learning and teaching approaches for this Unit

Many of the skills achieved in this Unit will be transferrable to other photography Units. The candidate will be given the opportunity to show that they can discuss and critique images, choose images to enhance and then store them using an appropriate format.

In Outcome 1 candidates must choose three images from an original five and could discuss with their peers the strengths and weaknesses of their choices. One of the three selected must be a landscape. The intention is that the candidate will gain experience of what to look for when viewing an image. They will then understand what is required when composing and taking their own images.

The teacher/lecturer may wish to supply the candidate with information on what to look for with regards to, composition and use of colour, lighting or any other key features that are appropriate. For example, there may be opportunities to introduce the concept of analysing images beyond the pictorial, considering aspects such as mood, feel and effect. Candidates should be given an observation checklist to help them identify any issues arising from their choice of images. Ideally in this Outcome, candidates should have a brief introduction to copyright issues including when it is acceptable to use other people's images and what steps they should take to meet copyright law.

National Unit specification: support notes (cont)

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In Outcome 2 the teacher/lecturer should provide demonstration of what could be used to enhance an image. Candidates should be introduced to various methods of image enhancement. This could include using software to crop, adjust levels, and change the colour balance or any mixture of applications. At least two areas of each image must be improved upon. Traditional images may be mounted or scanned and retouched to achieve desired effects. While mounting suggests a finishing technique, use of different coloured mounts, for example, can help enhance some images. Images should be resized for print at an appropriate size and resolution. The print size should be no smaller than 6" x 4" (15.24 cm x 10.16 cm) and no bigger than 8" x 6" (20.32 cm x 15.24 cm).

Outcome 2 is likely to utilise the three images gathered from Outcome 1, but this is not a requirement.

Outcome 3 should help candidates with their presentation skills in various forms. Candidates should be given the opportunity to produce hard copy digital prints. These can be discussed with their peers to develop critical thinking and evaluation skills. Alternatively, candidates may produce a CD/DVD of their images, resized for print and the publishing on the internet. Candidates may choose to produce an electronic presentation, which may be shown for discussion with peers, using whatever means centres have at their disposal.

In Outcome 4 candidates should produce an evaluation discussing different file formats to save an image and be aware of the advantages and disadvantages of a variety of formats which can include digital and traditional formats. Candidates must name the files in a manner that makes them easy to retrieve and be aware of why this becomes increasingly important with larger volumes of images. They should be guided on the importance of easy access to stored material, particularly where large volumes are concerned. Candidates should also be introduced to the importance of storing and managing images safely referring to the earlier knowledge gained about the advantages and disadvantages of different storage formats. They should be made aware of the consequences of loss or damage to images which have no copies or backups available. In addition they should be advised on how to protect their own images using copyright law.

Guidance on approaches to assessment for this Unit

The Evidence Requirements provide specific requirements for this Unit assessment. They clearly set out what is to be addressed by candidates and what evidence teacher/lecturers should look for.

Assessment for Outcomes 1 and 2 could be integrated.

Assessment for Outcomes 3 and 4 could be integrated.

Outcome 1

An appropriate instrument of assessment would be an observation checklist where candidates can check for various components of the images they choose. A detailed checklist will have a list that covers issues such as composition, colour, lighting and any other key features. The end product will be the submitted checklist, which may be an electronic checklist, where possible.

National Unit specification: support notes (cont)

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Outcome 2

This Outcome can be combined with Outcome 1, with a second checklist being used to allow candidates to demonstrate that they understand how to enhance their images. Much of this information could have been generated from the critique completed at the beginning of the Unit.

Outcome 3

This Outcome will allow candidates to demonstrate their presentation skills. This could include discussing the finished images with their peers and how they feel they have progressed during the Unit.

Outcome 4

A suitable instrument of assessment would be product evidence in the form of enhanced, finished images saved electronically or in a folio. The images should be properly named in a manner which makes them easy to retrieve. The explanation and justification of the presentation format could be gathered from a 250 word document or equivalent verbal explanation detailing the importance of managing and storing files. It could also be gathered using prepared checklists for candidates to complete.

The issues involved in storing images could cover topics such as: the storage device, ie USB, CD, DVD, file size, and backing up the material or filing properly, prints and contact sheets.

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

In this Unit candidates will gain a basic understanding of photographs, their components and the need to handle images securely and safely. The candidate will also gain experience on how to evaluate images and improve them.

National Unit specification: support notes (cont)

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Candidates will:

- ◆ select photographs and describe the strengths and weaknesses of them using recognised terminology.
- ◆ make suggestions for improvements to photographs.
- ◆ carry out improvements and explain how and why they did this.
- ◆ present images to peer groups for critique.
- ◆ participate in critiquing the work of others in their peer group.
- ◆ select methods to store photographs and justify their selection.
- ◆ use technology to gather, enhance and store images.

As they are doing this, candidates will be developing aspects of the Core Skills in *Problem Solving, Working with Others, Communication and Information and Communication Technology (ICT)*.

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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