



Arrangements for:

**HNC Community Arts
Group Award Code: G99H 15**

**HND Community Arts
Group Award Code: G99J 16**

Validation date: September 2008

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Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of Higher National qualifications.

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. This document is the latest version and incorporates the changes summarised below. Centres are advised to check SQA's APS Navigator to confirm they are using the up to date qualification structure.

NOTE: Where a Unit is revised by another Unit:

- ◆ No new centres may be approved to offer the Unit which has been revised.
- ◆ Centres should only enter learners for the Unit which has been revised where they are expected to complete the Unit before its finish date.

Version number	Description	Date
06	Revision of Unit: DV0M 34 Work Experience has been replaced by HJ4W 34 Work Placement and will finish on 31/07/2019	29/03/2017
05	Revision of Unit: DK1C 34 Community Learning and Development: Principles and Practice has been replaced by HH69 34 on both HNC and HND Frameworks and will finish on 31/07/2020	20/12/16
04	Revised Unit: F35Y 35 Managing an Event has been revised by H91M 35 and will finish on 31/07/2017.	22/05/15
03	Revision of Unit: D77G 34 <i>Communication: Practical Skills</i> revised by H7MB 34 finishing 31/07/2016.	18/11/14
02	Revision of Units: DGF3K 34 <i>Acting 1: Developing Skills</i> has been revised by H4SJ 34. DG44 34 <i>Movement 1: Developing Skills</i> has been revised by H4SK 34. Both Units will finish on 31/07/2015. F1LM 35 <i>Dance: Classical Ballet Techniques Advanced</i> has been revised by H4RF 35. F1LS 34 <i>Dance: Contemporary Dance Techniques</i> has been revised by H4RJ 34. F1LV 35 <i>Dance: Contemporary Dance Techniques</i> has been revised by H4RK 35. Each of the old Units will finish on 31/07/2016.	September 2013

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1 Introduction

This is the Arrangement Document for the revised Group Awards in HNC Community Arts G99H 15 and HND Community Arts G99J 16, which were validated in September 2008. This document includes: background information on the development of the Group Awards, their aims, guidance on access, details of the Group Award structures, and guidance on delivery.

These revised awards will replace the current HNC Community Arts (G5E4 15) and HND Community Arts (G5E4 16) which were introduced in 1999.

2 Rationale for the revision of the Group Awards

The predecessor Group Awards of HNC Community Arts (G5E4 15) and HND Community Arts (G5E4 16) introduced in 1999 met the needs of the community. However, the structure and content of the awards required updating to provide greater clarity and coherence for candidates, employers, HEIs and the Sector Skills Council (Creative and Cultural Skills) responsible for the visual arts. As both awards, and the HN Units contained within the awards, are SCQF credit and levelled this will support candidate articulation and progression to HEIs.

The revised awards build on the good practice incorporated into the predecessor awards. The revised HNC and HND Community Arts will continue the emphasis of community involvement in the Arts. Involvement with the expressive arts in the community encourages:

- ◆ Social inclusion and engagement
- ◆ Anti-sectarianism
- ◆ Anti-racism
- ◆ Non-judgemental attitudes
- ◆ Confidence building
- ◆ Improvement the environment
- ◆ Team building in communities
- ◆ Empowerment and encouraging achievement in others
- ◆ Engaging disaffected groups
- ◆ Community capacity building
- ◆ Building communities of interest

Community engagement is mapped to the individual HN Units in Appendix 1.

2.1 Market research and consultation

To ensure that the new qualifications are vocationally relevant and meet the needs of both candidates and the sector, detailed market research was carried out by the HN Qualification Design Team (QDT) set up to oversee the development. A variety of stakeholders were consulted on:

- ◆ the proposed course structure
- ◆ employment needs
- ◆ articulation to degree courses

Consultation and development details are summarised in the following table:

Stakeholder	Development/Consultation
Employers	◆ questionnaire
HEIs	◆ questionnaire ◆ meetings
Candidates — former and current	◆ questionnaires
Sector Skills Council	◆ questionnaire

2.2 Feedback from consultation

The main findings from market research concluded that:

- ◆ employers and candidates agreed that the proposed content and structure of the HNC and HND Community Arts would meet their needs
- ◆ employers agreed with the balance of practical creative skills and general Core Skills
- ◆ as the sector involves working with a variety of people the Unit Working within a Project Team (DH21 34) be moved from the optional to mandatory section
- ◆ inclusion of the HN Unit Art and Design: Introduction to Digital Media (F1W6 34) to benefit candidates undertaking work experience
- ◆ HEIs agreed that the HNC and HND Community Arts awards would be considered in their minimum entry requirements or considered as an equivalency to their minimum entry requirement

3 Aims of the award

3.1 General aims of the Group Awards

The general aims of both the HNC and HND Community Arts awards are to:

- 1 Develop candidates' knowledge and skills to prepare them for employment.
- 2 Develop candidates' knowledge and skills in planning, developing and evaluating.
- 3 Enable progression within the SCQF.
- 4 Develop study and research skills.
- 5 Develop Core Skills.
- 6 Prepare candidates for further studies.

3.2 Specific aims of the Group Awards

The specific aims of the HNC Community Arts are to:

- 7 Prepare candidates for progression to further study, eg HND second year Community Arts or degrees programmes at higher education institutions.
- 8 Prepare candidates for employment in the Community Arts at support level by opening up opportunities for active engagement in the community and by developing awareness of relevant legislation and safe working practices.
- 9 Develop candidates' knowledge and skills in the expressive arts including: drama, music, movement and visual arts.
- 10 Develop an understanding of the interdisciplinary connections between the various subject areas.
- 11 Develop skills in event management and promote working with others.
- 12 Develop knowledge for accessing funds for the arts.
- 13 Promote practical communications skills.
- 14 Enable candidates to empower others to achieve and enhance communities.

The specific aims of the HND Community Arts are to:

- 15 Prepare candidates for progression to related degree courses at higher education institutions.
- 16 Prepare candidates for employment in the Community Arts at assistant managerial level by extending opportunities for active engagement in the community and by developing awareness of relevant legislation and safe working practices.
- 17 Develop a broad based curricula in the expressive arts including: drama, music, movement and visual arts and facilitate vocational specialism taking account of relevant health and safety considerations.
- 18 Develop an understanding of the interdisciplinary connections between the various subject areas.
- 19 Further develop skills in event management and further promote working with others.
- 20 Further develop knowledge for accessing funds for the arts.
- 21 Promote practical communications skills and extend reflective practice and evaluation.
- 22 Enable candidates to empower others to achieve and enhance communities through workshop involvement.

3.3 Target groups

These awards are suitable for a wide range of candidates including:

- ◆ School leavers
- ◆ Adult returners to education
- ◆ Individuals seeking a career change
- ◆ Individuals with relevant work experience seeking a formal qualification
- ◆ Individuals with voluntary work experience in the community seeking a professional career in the sector

3.4 Employment opportunities

Candidates may gain employment in the Community Arts and related areas as:

- ◆ Assistant arts workers
- ◆ Community artists
- ◆ Support workers
- ◆ Youth workers

HND graduates may be employed in assistant managerial roles.

4 Access to Group Awards

It is recognised that the HNC and HND Community Arts courses will attract a wide range of diverse applicants from different backgrounds with a rich variety of experiences. As with all SQA qualifications access will be at the discretion of the centre, however, given the demands of the course, it is advisable that candidates demonstrate competence in an arts or community related area.

4.1 Formal qualifications (for entry to HNC/HND Year 1)

Examples of appropriate formal qualifications are specified below. They are not exhaustive or mutually exclusive and may be offered in a variety of combinations.

- ◆ SQA NQ Units and courses at SCQF level 5 or 6 in areas such as Music, Art and Design, Dance and/or Drama
- ◆ NQ expressive arts courses, eg NQ Acting and Performance, HN Art and Design, NQ Music Performance, NQ Dance
- ◆ qualifications from other awarding bodies of an equivalent level

4.2 Entry to Year 2 HND

In order to achieve the HND Community Arts candidates must gain 30 SQA credits. Ideally full-time candidates should be encouraged to achieve 15 credits in each year of the award. Wider access should be provided to cater for the needs of those, for example, who have achieved the HNC at day release or evening classes or in other colleges. Candidates would therefore be expected to have a minimum of 12 credits on entry to year 2 and these would include the HNC Community Arts mandatory Units.

4.3 Work experience

Applicants who do not have formal entry qualifications may be considered for entry should they have work experience in a relevant environment and the enrolling centre believes that the candidate is likely to benefit from undertaking the award. Examples of work experience may include:

- ◆ Voluntary experience with a relevant organisation
- ◆ Community involvement
- ◆ Events and festival involvement
- ◆ Arts projects sessional worker
- ◆ Administrative, managerial or organisational experience

4.4 English as an additional language

For candidates where English is not their first language it is recommended that they possess English for Speakers of Other Languages (ESOL) level 5.

4.5 Recommended Core Skills Entry profile

The recommended Core Skills entry levels are:

Core Skill	SCQF Entry level for HNC	SCQF Entry level for HND
Communication	4	5
Numeracy	4	5
IT	4	5
Problem Solving	4	5
Working with Others	4	5

4.6 Inclusion policy

Community Arts courses have a tradition of offering opportunities to applicants who may be without formal qualifications and who may have experienced social exclusion. The importance of legislation relating to equal opportunities and to widening access initiatives is acknowledged and fully supported so that candidates' experience, life skills and existing arts and community involvement skills will be given due consideration to their future development potential.

4.7 Interview for access

It is recommended that all applicants be invited for interview to discuss their suitability for entry and to establish if the course will allow them to meet their own career and educational objectives. The format of the interview can be customised to suit the individual applicants, eg by telephone for those who live a distance from the centre.

5 Group Awards structure

Both awards have been designed in accordance with SQA's design principles for HN Awards.

- ◆ HNC is designed to be at SCQF level 7 and comprises 96 SCQF credit points with at least 48 credit points at SCQF level 7. This includes a mandatory section of at least 48 SCQF credit points plus one Graded Unit of 8 SCQF credit points at SCQF level 7.
- ◆ HNDs are designed to be at SCQF level 8 and comprises 240 SCQF credit points with at least 64 SCQF credit points at SCQF level 8. This includes a mandatory section of at least 96 SCQF credit points plus one Graded Unit of 8 SCQF credit points at SCQF level 7, and 16 SCQF credit points of Graded Unit(s) at SCQF level 8.

5.1 Framework

HNC Community Arts

12 credits required — 8 Mandatory + 4 Optional credits

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Mandatory Units:				
Arts Funding	F569 34	8	7	1
Community Arts: Drama	F5GE 34	8	7	1
Community Arts: Music	F5CS 34	8	7	1
Community Arts: Visual Arts	F1MT 34	8	7	1
Communication: Practical Skills	H7MB 34*	8	7	1
Working within a Project Team	DH21 34	8	7	1
Art and Design: Introduction to Digital Media	F1W6 34	8	7	1
Community Arts: Graded Unit 1	F6CT 34	8	7	1
Total				8
Optional Units:				
Community Learning and Development: Principles and Practice	HH69 34*	16	7	2
Personal Development Planning	DE3R 34	8	7	1
Arts in a Contemporary Context	F568 34	8	7	1
Managing an Arts Event	A757 35	24	8	3
Managing an Event	H91M 35*	16	8	2
Acting 1: Developing Skills*	H4SJ 34	16	7	2
Movement 1: Developing Skills*	H4SK 34	16	7	2
Community Drama	DG3V 34	16	7	2
Drama Skills: Leading a Workshop	DG42 35	8	8	1
Public Art: An Introduction	F1TD 34	8	7	1

*Refer to History of Changes for revision changes.

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Optional Units (continued):				
Art and Design: Fashion/Performance Costume	F1W8 34	8	7	1
Dance: Accessible Dance	F1LX 34	8	7	1
Dance: Contemporary Dance Techniques*	H4RJ 34	16	7	2
Work Placement	HJ4W 34*	8	7	1
Introduction to Self-Employment and Small Business	A6HD 34	8	7	1

*Refer to History of Changes for revision changes.

HND Community Arts

30 credits required — 16 Mandatory + 14 Optional credits

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Mandatory Units:				
Arts Funding	F569 34	8	7	1
Community Arts: Drama	F5GE 34	8	7	1
Community Arts: Music	F5CS 34	8	7	1
Community Arts: Visual Arts	F1MT 34	8	7	1
Communication: Practical Skills	H7MB 34*	8	7	1
Working within a Project Team	DH21 34	8	7	1
Art and Design: Introduction to Digital Media	F1W6 34	8	7	1
Community Arts: Drama Workshop	F5LK 35	8	8	1
Community Arts: Music Workshop	F5LL 35	8	8	1
Community Arts: Visual Arts Workshop	F1MV 35	8	8	1
Managing an Event	H91M 35*	16	8	2
Work Placement	HJ4W 34*	8	7	1
Community Arts: Graded Unit 1	F6CT 34	8	7	1
Community Arts: Graded Unit 2	F6CV 35	16	8	2
Total				16
Optional Units:				
Community Learning and Development: Principles and Practice	HH69 34*	16	7	2
Personal Development Planning	DE3R 34	8	7	1
Arts in a Contemporary Context	F568 34	8	7	1
Managing an Arts Event	A757 35	24	8	3
Acting 1: Developing Skills*	H4SJ 34	16	7	2
Movement 1: Developing Skills*	H4SK 34	16	7	2
Community Drama	DG3V 34	16	7	2
Drama Skills: Leading a Workshop	DG42 35	8	8	1
Public Art: An Introduction	F1TD 34	8	7	1
Art and Design: Fashion/Performance Costume	F1W8 34	8	7	1
Dance: Accessible Dance	F1LX 34	8	7	1
Dance: Contemporary Dance Techniques*	H4RJ 34	16	7	2
Introduction to Self-Employment and Small Business	A6HD 34	8	7	1
Business Awareness and CPD	DG3D 35	8	8	1
Art and Design: Freelance Working Skills	F1H2 35	8	8	1
Personal Development Planning	DV5E 36	8	9	1

*Refer to History of Changes for revision changes.

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Optional Units (continued):				
Integrated Dance Techniques	F1V9 35	16	8	2
Dance: Contemporary Dance Techniques: Advanced*	H4RK 35	16	8	2
Dance: Classical Ballet Techniques Advanced*	H4RF 35	16	8	2
Acting 2: Applying Skills in Performance	H1KV 35	12	8	1.5
Public Art: Project	F1TB 35	8	8	1
Managing People and Organisations	DE3D 34	16	7	2

*Refer to History of Changes for revision changes.

5.1.1 Graded Units

The purpose of the Graded Units is to assess the candidate's ability to integrate and apply the knowledge and/or skills gained in the individual Units to demonstrate that they have achieved the principal aims of the Group Award and to grade the candidate's achievement. The Graded Unit(s) will be assessed and a grade of A, B or C will be awarded to each of the Graded Units.

Candidates will undertake a one credit HN Graded Unit (8 SCQF credit points) at level 7 in HNC award. In the HND award candidates will undertake a one credit HN Graded Unit (8 SCQF credit points) at level 7 in the first year and a two credit HN Graded Unit (16 SCQF credit points) at level 8 in the second year.

Graded Unit 1

This Unit will be project based and will take the form of a practical assignment. It will cover a range of knowledge and skills achieved through studying the mandatory Units of the award.

Graded Unit 2

This Unit will be project based and will take the form of a practical assignment. This will ensure that the skills developed in planning, developing and evaluating projects, required for various career paths within Community Arts, are assessed along with the principal aims of the HND Group Award.

5.1.2 Recommended Core Skills entry and exit profiles

The tables below show the recommended Core Skills entry and exits profiles.

HNC Community Arts

Core Skill	SCQF Entry level	SCQF Exit level
Communication	4	6 (Embedded)
Numeracy	4	5 (Signposted)
IT	4	5 (Signposted)
Problem Solving	4	6 (Embedded)
Working with Others	4	5 (Signposted)

HND Community Arts

Core Skill	SCQF Entry level	SCQF Exit level
Communication	5	6 (Embedded)
Numeracy	5	6 (Signposted)
IT	5	6 (Signposted)
Problem Solving	5	6 (Embedded)
Working with Others	5	6 (Signposted)

Both the HNC and HND Community Arts awards will provide opportunities for candidates to develop Core Skills to the levels required by the occupational sector or for progression pathways to HEIs — further details are given in the Core Skills Signposting Guide in Appendix 2. The Core Skills of *Communication* at SCQF level 6 and *Problem Solving* at SCQF level 6 are embedded with the qualifications.

5.2 Mapping information

Appendix 3 shows how the individual Units map to the aims of the awards.

5.2.1 National Occupational Standards

The Community Arts sector does not currently come under the footprint of a specific Sector Skills Council (SSC) and there are no National Occupational Standards for this area. However, the Creative and Cultural Skills Council's profile aligns to some areas of the Community Arts, namely crafts, design, music, performing, literary and visual arts. Community involvement is not covered.

5.3 Articulation, professional recognition and credit transfer

Graduates of the predecessor award HND Community Arts (G5E4 16) have articulated to a number of degree courses, at a variety of UK universities and HEIs, for example:

- BA (Hons) Fine Art
- BA (Hons) Sculpture
- BA (Hons) Environmental Art
- BA (Hons) Community Arts
- BA (Hons) Community Drama
- BA (Hons) Community: Visual Arts for Young People
- BA (Hons) Drama Therapy
- BA (Hons) Community Development

BA (Hons) Theatre and Performance
BA (Hons) Acting and Performance
BA (Hons) Performance
BA (Hons) Stage Management
BA (Hons) Events Management
BA (Hons) Primary Education
BA (Hons) Community Education
BA Technical Theatre Production Arts

Articulation to year one or two of a degree programme with an HN award is the most common progression route for candidates. However, an HND award has the potential to lead to progression into year three of a degree programme. This is predominantly based on the individual candidate at interview and on a mapping of subject content and competencies with the HND.

Thames Valley University has offered five guaranteed places on the BA (hons) Art in the Community top up degree at their institution. These guarantees are for students from a visual arts background, who successfully complete the HND Community Arts Award and can show a visual arts portfolio of work.

Candidates are advised to liaise directly with the HE establishments prior to each year's intake of candidates as Unit credits that count towards entry requirements can vary.

5.3.1 Credit transfer

During the transition programme some candidates may wish to transfer from:

- ◆ an HNC developed under the 1988 design principles to an HND validated under the 2003 design principles in the same subject area
- ◆ the first part of an HND developed under the 1988 design rules into an HND validated using the 2003 design principles in the same subject area

To facilitate this, it has been agreed that:

- ◆ such candidates need only achieve (within the 240 SCQF credit points required for the revised HND) Graded Units of 16 SCQF credit points at SCQF level 8 (instead of Graded Units of 8 SCQF credit points at SCQF level 7 and 16 SCQF credit point at SCQF level 8). However:
 - all candidates should be given opportunities to develop Core Skills required by end-users of the HN qualification
 - the candidate should be able to be given credit for the Units previously achieved in the 1988 design rules HNC and/or HND towards some of the Units in the revised HND.

Candidates are still required to meet the conditions of award for the revised HND. This means that a candidate transferring can gain the revised HND by achieving:

- ◆ the mandatory Units (either by credit transfer or normal study) within the revised framework
- ◆ a Graded Unit or Graded Units of 16 SCQF credit points at SCQF level 8
- ◆ the remaining SCQF credit points at the SCQF level required (either by credit transfer or normal study)
- ◆ development of the Core Skills required by the end-users of the Group Award

Credit transfer can be given where there is broad equivalence between subject related content of Units (or combination of Units). Details of credit transfer arrangements from old Units to new Units are given in Appendix 4.

6 Approaches to delivery and assessment

6.1 Content and context

The HNC and HND Community Arts are specialist awards, permitting candidates to develop and advance skills and knowledge in core areas of the expressive arts which incorporate a blended learning and interdisciplinary approach. The optional Units incorporate a range of disciplines, which offer candidates and centres, the opportunity to develop programmes to meet the often diverse needs of the sector.

The awards are aimed at those who wish to embark on a career in the Community Arts industry or who wish to develop the necessary skills to progress to further training or employment. The HNC/HND Community Arts awards allow candidates to progress to Higher Education.

Although the Units in the HNC/HND awards are designed with the intention of being delivered as part of a Group Award, it is also possible for them to be delivered as stand alone qualifications, either in multi or related disciplinary clusters or to suit the individual requirements of part-time candidates. The awards may be delivered on a full-time basis although opportunities exist for flexible methods of delivery and assessment (eg day release, part-time, blackboard and e-learning/assessment).

The curriculum has been designed to provide an awareness and understanding of key employability skills and the creativity required by the Community Arts industry. The candidates' ability to identify and apply individual skills will be developed progressively. To satisfy employers' needs within the Community Arts industry, the development of subject specific expertise will be demonstrated along with the development of a wider range of transferable 'soft' and Core Skills, thereby enhancing the learners' future.

6.2 Delivery and assessment

Throughout the delivery of the awards cognizance should be taken of current legislation and practice within the sector. This may include DDA (Disability Discrimination Act) compliance; child protection legislation and compliance and Disclosure Scotland. Centres should ensure that candidates undertaking work experience have gone through the disclosure procedures prior to taking up their work placement.

Centres may choose to deliver the Units in any order within the awards. However, centres should ensure that the mandatory Units which contribute to the underpinning content of the Graded Unit are delivered in the first/second block or first semester of the academic year. A suggested Delivery Schedule is given in Appendix 5.

The assessment strategy of the HN Design Principles — to encourage a more holistic approach to assessment — has been adopted in the awards. The new HN Unit specification places the emphasis on reducing the assessment loading for both candidates and centres by creating opportunities for devising holistic assessments that assess the entire Unit or allow for integration and cross assessment across Outcomes and Units. The logistics and the extent of this will, of course, be dependent on the programme and teaching and assessment approaches adopted by individual centres.

Individual Unit specifications detail all essential Evidence Requirements, providing centres with valuable information relating to assessment procedures and conditions for each assessment event. This will assist with standardisation both in and across centres of the new awards.

Centres may use centre devised assessment instruments and related marking schemes instead of SQA produced assessment exemplars. All assessments should go through the centre's internal verification processes before use. SQA **strongly recommends** that centres seek prior verification of centre devised Graded Unit assessments from SQA prior to use.

Due to the practical nature of the disciplinary content of the awards, it is recommended that centres continue with the existing practice of Group Award health and safety reviews during candidate induction. It is strongly recommended that this type of generic health and safety training is followed by specific disciplinary updates at the start of Unit delivery to ensure that candidates, at all times, comply with the relevant health and safety guidance and observe safe and considerate working practices.

Centre devised learning and teaching materials should be accessible and inclusive and where applicable, be used to positively promote equality and cultural diversity. To assist candidates in managing their workload, interim deadlines should be set when using holistic assessment opportunities, to help them plan and manage time effectively. Involvement in regular tutorials either on a one-to-one basis or in a group setting, should be used to support the development of critical thinking and evaluation, helping candidates to review their progress on an ongoing basis throughout the Units.

6.3 Core Skills development

All five Core Skills can be delivered throughout the awards. The awards structures offer opportunities for Core Skills development to be contextualised and delivered within both the mandatory and optional Units.

Analytical thinking, complex problem solving in both familiar and unfamiliar contexts and on-going reflective evaluation are integral to all practical design activities. Group activities which foster collaborative, co-operative working, including constructive peer review are a recommended formative activity in many Units. Opportunities are provided for candidates to make extensive use of communication in research investigations, in maintaining records and in producing and presenting reports orally and in writing. There is a focus on technology and numeracy as practical tools to support the creative process and ensure sophisticated and current skills.

Research for the Community Arts awards indicated that both employers and HEIs consider that Core Skills are critical for success in community arts. Candidates need to focus on the development of creative vision, the ability to interpret community needs and wants, reflect and evaluate community arts provision, meet deadlines and be adaptable. It is these capacities, together with an associated range of professional qualities and related 'soft' skills which were highlighted as enabling and enhancing the HNC/HND graduates' skills in communicating with a range of others.

The practical projects undertaken for the Graded Units integrate and apply knowledge and skills developed during the awards, and provide a context for candidates to creatively demonstrate key skills in a practical context and at an advanced level appropriate to their future destinations. These approaches contribute to the development of an advanced level of specialist professional awareness which will overtake broader Core Skills concepts and meet the current needs of the community arts industries.

6.4 Guidance on Open Learning

Open learning may be feasible for some Outcomes within some Units in these awards and in some cases for whole Units. These opportunities are highlighted within the individual Unit specifications. The majority of Outcomes rely on developing practical skills. Practical and hands-on activities which underpin much of the learning process so opportunities for distance learning are limited. Consideration should also be given to authentication of candidate assessment evidence. Assessments must be carried out under the assessment conditions outlined in the Unit specifications. Centres may find it possible to develop solutions for all or parts of some Units provided all Evidence Requirements and assessment conditions are met in full.

Technological advances may make the possibility of such creative solutions more widespread in the future.

7 General information for centres

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.

Internal and external verification

All instruments of assessment used within this/these Group Award(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment and Quality Assurance for Colleges of Further Education* (www.sqa.org.uk).

8 General information for candidates

The HNC and HND Community Arts awards are designed to equip you with a range of community arts specialist technical and vocational skills and knowledge which will enable you to gain employment as a community arts worker or similar position within local authorities, festival organizations or art projects. Alternatively, you may decide to further your studies by progressing to degree courses at a variety of Higher Educational Institutions.

You will develop an awareness of the role of the expressive arts in enhancing communities and you will actively engage with communities by developing skills in empowering others to achieve. You learn about safe working practices and consider relevant health and safety issues.

You will plan, organise, deliver and evaluate community arts activities, projects, workshops and events. This will involve the integration and application of a variety of skills within a determined timeframe. This will give you an understanding of interdisciplinary connections between specialist community arts areas, and the course programmes will extend and develop your expressive arts, organisational, communication and interpersonal abilities. Your reflective practice and critical thinking will be extended both of which are necessary for community arts and prepare you for possible progression to degree level related courses.

The HNC/HND awards are suited to a wide range of candidates, including school leavers, adult returners, career changers, community activists and those in employment who wish to increase their specialist knowledge and skills in the area of community arts.

The awards are normally delivered on a full-time basis but may be delivered on a part-time or open learning basis. To gain the HNC award you must gain 12 SQA credits. The HND consists of 30 SQA credits. The HNC award is at SCQF level 7 and the HND at SCQF level 8.

The unique multi-disciplinary nature of HND Community Arts, in particular, is reflected in the breadth of HN Units within the course framework. This includes mandatory Units at both SCQF levels 7 and 8 covering music, drama and visual arts. Work placement, events management, arts funding and communication Units also reflect the broad based nature of the awards.

Both awards incorporate a Graded Unit(s), which assess your ability to integrate and apply the knowledge and/or skills gained in the individual Units to demonstrate that you have achieved the principal aims of the Group Award. These Units are project based Graded Units and you will be assessed by practical assignments. Your achievement in the Graded Unit *only* will be graded at A, B or C.

Throughout the awards you will have opportunities to develop the Core Skills of

9 Glossary of terms

SCQF: This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at www.scqf.org.uk

SCQF credit points: One HN credit is equivalent to 8 SCQF credit points. This applies to all HN Units, irrespective of their level.

SCQF levels: The SCQF covers 12 levels of learning. HN Units will normally be at levels 6–9. Graded Units will be at level 7 and 8.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Graded Unit: Graded Units assess candidates' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage candidates to retain and adapt their skills and knowledge.

Dedicated Unit to cover Core Skills: This is a non-subject Unit that is written to cover one or more particular Core Skills.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the HNC/HND from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised HNCs and HNDs are those developments or revisions undertaken by a group of centres in partnership with SQA.

Specialist single centre and specialist collaborative devised HNCs and HNDs are those developments or revisions led by a single centre or small group of centres who provide knowledge and skills in a specialist area. Like consortium-devised HNCs and HNDs, these developments or revisions will also be supported by SQA.

10 Appendices

- Appendix 1 Mapping of Community Engagement to Units
- Appendix 2 Core Skills signposting
- Appendix 3 Mapping of aims to Units
- Appendix 4 Credit transfer information
- Appendix 5 Suggested delivery schedule

Appendix 1: Mapping of Community Engagement to Units

Group Award: HNC/HND Community Arts:

Unit code	Unit title	Social inclusion and engagement	Anti-sectarianism	Anti-racism	Non-judgemental attitudes	Confidence building	Improving the environment	Team building in communities	Empowerment and encouraging achievement in others	Engaging disaffected groups	Community capacity building	Building communities of interest
Mandatory Units:												
F569 34	Arts Funding					X	X	X	X	X	X	X
F5GE 34	Community Arts: Drama	X	X	X	X	X	X	X	X	X	X	X
F5CS 34	Community Arts: Music	X	X	X	X	X	X	X	X	X	X	X
F1MT 34	Community Arts: Visual Arts	X	X	X	X	X	X	X	X	X	X	X
D77G 34	Communication: Practical Skills				X	X			X	X		
DH21 34	Working within a Project Team	X	X	X	X	X	X	X	X	X	X	X
F1W6 34	Art and Design: Introduction to Digital Media					X			X	X		
F5LK 35	Community Arts: Drama Workshop	X	X	X	X	X	X	X	X	X	X	X
F5LL 35	Community Arts: Music Workshop	X	X	X	X	X	X	X	X	X	X	X
F1MV 35	Community Arts: Visual Arts Workshop	X	X	X	X	X	X	X	X	X	X	X
F35Y 35	Managing an Event	X	X	X	X	X	X		X	X	X	X
DV0M 34	Work Experience	X	X	X	X	X	X	X	X	X	X	X
F6CT 34	Community Arts: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
F6CV 35	Community Arts: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X

Unit code	Unit title	Social inclusion and engagement	Anti-sectarianism	Anti-racism	Non-judgemental attitudes	Confidence building	Improving the environment	Team building in communities	Empowerment and encouraging achievement in others	Engaging disaffected groups	Community capacity building	Building communities of interest
Optional Units:												
DK1C 34	Community Learning and Development: Principles and Practice							X	X		X	X
DE3R 34	Personal Development Planning											
F568 34	Arts in a Contemporary Context										X	X
A757 35	Managing an Arts Event	X	X	X	X	X	X	X	X	X	X	X
DG3K 34	Acting 1: Developing Skills					X	X			X		X
DG44 34	Movement 1: Developing Skills					X	X			X		
DG3V 34	Community Drama	X	X	X	X	X		X	X	X	X	X
DG42 35	Drama Skills: Leading a Workshop	X	X	X	X	X		X	X	X	X	X
F1TD 34	Public Art: An Introduction	X	X	X	X	X	X	X	X	X	X	X
F1W8 34	Art and Design: Fashion/Performance Costume					X		X	X	X		X
F1LX 34	Dance: Accessible Dance						X	X		X		
F1LS 34	Dance: Contemporary Dance Techniques					X	X			X		X
A6HD 34	Introduction to Self-Employment and Small Business											
DG3D 35	Business Awareness and CPD											
F1H2 35	Art and Design: Freelance Working Skills										X	X
DV5E 36	Personal Development Planning											
F1V9 35	Integrated Dance Techniques					X				X		X
F1LV 35	Dance: Contemporary Dance Techniques: Advanced					X				X		X
DG3K 35	Acting 2: Applying Skills in Performance		X			X				X		X
F1TB 35	Public Art: Project	X	X	X	X	X	X	X	X	X	X	X
DE3D 34	Managing People and Organisations										X	X

Appendix 2: Core Skills signposting

HNC Community Arts

There are opportunities to develop the following Core Skills in this award. All Core Skills are embedded in the Units where the Unit assessment also covers the requirements of a Core Skill at a particular level.

Unit code	Unit title	Communications		Numeracy		Information Technology	Problem Solving			Working with Others
		Oral	Written	Using Graphical Info	Using Number		Critical Thinking	Planning & Organising	Reviewing & Evaluating	
Mandatory Units:										
F569 34	Arts Funding	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F5GE 34	Community Arts: Drama	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F5CS 34	Community Arts: Music	Level 6	Level 6	Level 5	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1MT 34	Community Arts: Visual Arts	Level 6	Level 6	Level 5	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
D77G 34	Communication: Practical Skills	Level 5	Level 5			Level 5	Level 5	Level 5	Level 5	Level 6
DH21 34	Working within a Project Team	Level 6 E	Level 6 E		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6 E
F1W6 34	Art and Design: Introduction to Digital Media			Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	
F6CT 34	Community Arts: Graded Unit 1	Level 6	Level 6	Level 5	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
Optional Units:										
DK1C 34	Community Learning and Development: Principles and Practice	Level 6	Level 6			Level 6	Level 6	Level 6	Level 6	
DE3R 34	Personal Development Planning	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	
F568 34	Arts in a Contemporary Context		Level 6			Level 6	Level 6	Level 6	Level 6	
A757 35	Managing an Arts Event	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
F35Y 35	Managing an Event	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
DG3K 34	Acting 1: Developing Skills	Level 6	Level 6				Level 6	Level 6	Level 6	Level 6
DG44 34	Movement 1: Developing Skills	Level 6					Level 6	Level 6	Level 6	Level 6
DG3V 34	Community Drama	Level 6	Level 6				Level 6	Level 6	Level 6	Level 6

Unit code	Unit title	Communications		Numeracy		Information Technology	Problem Solving			Working with Others
		Oral	Written	Using Graphical Info	Using Number		Critical Thinking	Planning & Organising	Reviewing & Evaluating	
Optional Units (continued)										
DG42 35	Drama Skills: Leading a Drama Workshop	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1TD 34	Public Art: An Introduction	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1W8 34	Art and Design: Fashion/Performance Costume	Level 6			Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1LX 34	Dance: Accessible Dance	Level 6					Level 6	Level 6	Level 6	Level 6
F1LS 34	Dance: Contemporary Dance Techniques	Level 6					Level 6	Level 6	Level 6	Level 6
DV0M 34	Work Experience	Level 6	Level 6	Level 5	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
A6HD 34	Introduction to Self Employment and Small Business	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6

HND Community Arts

There are opportunities to develop the following Core Skills in this award. All Core Skills are embedded in the Units where the Unit assessment also covers the requirements of a Core Skill at a particular level.

Unit code	Unit title	Communications		Numeracy		Information Technology	Problem Solving			Working with Others
		Oral	Written	Using Graphical Info	Using Number		Critical Thinking	Planning & Organising	Reviewing & Evaluating	
Mandatory Units:										
F569 34	Arts Funding	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F5GE 34	Community Arts: Drama	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F5CS 34	Community Arts: Music	Level 6	Level 6	Level 5	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1MT 34	Community Arts: Visual Arts	Level 6	Level 6	Level 5	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
D77G 34	Communication: Practical Skills	Level 5	Level 5			Level 5	Level 5	Level 5	Level 5	Level 6
DH21 34	Working within a Project Team	Level 6 E	Level 6 E		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6 E
F1W6 34	Art and Design: Introduction to Digital Media			Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	
F5LK 35	Community Arts: Drama Workshop	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
F5LL 35	Community Arts: Music Workshop	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
F1MV	Community Arts: Visual Arts Workshop	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
F35Y 35	Managing an Event	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
DV0M 34	Work Experience	Level 6	Level 6	Level 4	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F6CT 34	Community Arts: Graded Unit 1	Level 6	Level 6	Level 5	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F6CV 35	Community Arts: Graded Unit 2	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6

Unit code	Unit title	Communications		Numeracy		Information Technology	Problem Solving			Working with Others
		Oral	Written	Using Graphical Info	Using Number		Critical Thinking	Planning & Organising	Reviewing & Evaluating	
Optional Units										
DK1C 34	Community Learning and Development: Principles and Practice	Level 6	Level 6			Level 6		Level 6	Level 6	
DE3R 34	Personal Development Planning	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	
F568 34	Arts in a Contemporary Context		Level 6			Level 6	Level 6	Level 6	Level 6	
A757 35	Managing an Arts Event	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
DG3K 34	Acting 1: Developing Skills	Level 6	Level 6				Level 6	Level 6	Level 6	Level 6
DG44 34	Movement 1: Developing Skills	Level 6					Level 6	Level 6	Level 6	Level 6
DG3V 34	Community Drama	Level 6	Level 6				Level 6	Level 6	Level 6	Level 6
DG42 35	Drama Skills: Leading a Drama Workshop	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1TD 34	Public Art: An Introduction	Level 6	Level 6		Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1W8 34	Art and Design: Fashion/Performance Costume	Level 6			Level 5	Level 6	Level 6	Level 6	Level 6	Level 6
F1LX 34	Dance: Accessible Dance	Level 6					Level 6	Level 6	Level 6	Level 6
F1LS 34	Dance: Contemporary Dance Techniques	Level 6					Level 6	Level 6	Level 6	Level 6
A6HD 34	Intro to Self Employment and Small Business	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
DG3D 35	Business Awareness and CPD	Level 6	Level 6	Level 5	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
F1H2 35	Art and Design: Freelance Working Skills	Level 6	Level 6	Level 4	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
DV5E 36	Personal Development Planning	Level 6	Level 6		Level 6	Level 6	Level 6	Level 6	Level 6	
F1V9 35	Integrated Dance Techniques	Level 6					Level 6	Level 6	Level 6	Level 6
F1LV 35	Dance: Contemporary Dance Techniques: Advanced	Level 6					Level 6	Level 6	Level 6	Level 6

HND Community Arts (continued)

Unit code	Unit title	Communications		Numeracy		Information Technology	Problem Solving			Working with Others
		Oral	Written	Using Graphical Info	Using Number		Critical Thinking	Planning & Organising	Reviewing & Evaluating	
Optional Units (continued)										
DG3K 35	Acting 2: Applying Skills in Performance	Level 6	Level 6				Level 6	Level 6	Level 6	Level 6
F1TB 35	Public Art: Project	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6
DE3D 34	Managing People and Organisations	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6	Level 6

Appendix 3: Mapping of aims to Units

HNC Community Arts

Unit code	Unit title	General aims						Specific aims									
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Mandatory Units:																	
F569 34	Arts Funding	x	x	x	x	x	x	x				x	x	x	x		
F5GE 34	Community Arts: Drama	x	x	x		x	x	x	x	x	x		x	x	x	x	
F5CS 34	Community Arts: Music	x	x	x		x	x	x	x	x	x		x	x	x	x	
F1MT 34	Community Arts: Visual Arts	x	x	x		x	x	x	x	x	x		x	x	x	x	
D77G 34	Communication: Practical Skills	x		x	x	x	x	x					x	x	x	x	
DH21 34	Working within a Project Team	x	x	x		x	x	x	x	x	x		x	x	x	x	
F1W6 34	Art and Design: Introduction to Digital Media	x		x		x	x	x		x			x	x			
F6CT 34	Community Arts: Graded Unit 1	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
Optional Units:																	
DK1C 34	Community Learning and Development: Principles and Practice	x	x	x	x	x	x	x							x	x	x
DE3R 34	Personal Development Planning	x	x	x	x	x	x	x	x	x	x	x		x	x		
F568 34	Arts in a Contemporary Context	x		x	x	x	x	x	x						x		
A757 35	Managing an Arts Event	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
F35Y 35	Managing an Event	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
DG3K 34	Acting 1: Developing Skills	x		x			x	x		x	x					x	
DG44 34	Movement 1: Developing Skills	x		x			x	x		x	x					x	
DG3V 34	Community Drama	x	x	x			x		x	x	x	x	x	x	x	x	
DG42 35	Drama Skills: Leading a Workshop	x	x	x		x	x		x	x	x	x	x	x	x	x	
F1TD 34	Public Art: An Introduction	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
F1W8 34	Art and Design: Fashion/Performance Costume	x	x	x	x	x	x	x		x	x					x	
FILX 34	Dance: Accessible Dance	x		x			x	x		x	x					x	
FILS 34	Dance: Contemporary Dance Techniques	x		x			x	x		x	x						
DV0M 34	Work Experience	x	x	x		x		x	x	x	x	x	x	x	x	x	
A6HD 34	Introduction to Self-Employment and Small Business	x	x	x	x				x				x	x	x		

HND Community Art

Unit code	Unit title	General aims						Specific aims									
		1	2	3	4	5	6	16	17	18	19	20	21	22	23	24	
Mandatory Units:																	
F569 34	Arts Funding	x	x	x	x	x	x	x				x	x	x	x		
F5GE 34	Community Arts: Drama	x	x	x		x	x	x	x	x	x		x	x	x	x	
F5CS 34	Community Arts: Music	x	x	x		x	x	x	x	x	x		x	x	x	x	
F1MT 34	Community Arts: Visual Arts	x	x	x		x	x	x	x	x	x		x	x	x	x	
D77G 34	Communication: Practical Skills	x		x	x	x	x	x					x	x	x	x	
DH21 34	Working within a Project Team	x	x	x		x	x	x	x	x	x		x	x	x	x	
F1W6 34	Art and Design: Introduction to Digital Media	x		x		x	x	x		x			x	x			
F5LK 35	Community Arts: Drama Workshop	x	x	x	x	x	x	x	x	x	x	x		x	x	x	
F5LL 35	Community Arts: Music Workshop	x	x	x	x	x	x	x	x	x	x	x		x	x	x	
F1MV 35	Community Arts: Visual Arts Workshop	x	x	x	x	x	x	x	x	x	x	x		x	x	x	
F35Y 35	Managing an Event	x	x	x	x	x	x		x	x	x	x	x	x	x	x	
DV0M 34	Work Experience	x	x	x		x		x	x	x	x	x	x	x	x	x	
F6CT 34	Community Arts: Graded Unit 1	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
F6CV 35	Community Arts: Graded Unit 2	x	x	x	x	x	x	x	x	x	x	x					
Optional Units:																	
DK1C 34	Community Learning and Development: Principles and Practice	x	x	x	x	x	x	x						x	x	x	
DE3R 34	Personal Development Planning	x	x	x	x	x	x	x	x	x	x	x		x	x		
F568 34	Arts in a Contemporary Context	x		x	x	x	x	x	x						x		
A757 35	Managing an Arts Event	x	x	x	x	x	x		x	x	x	x	x	x	x	x	
DG3K 34	Acting 1: Developing Skills	x		x			x	x		x	x					x	
DG44 34	Movement 1: Developing Skills	x		x			x	x		x	x					x	
DG3V 34	Community Drama	x	x	x			x		x	x	x	x	x	x	x	x	
DG42 35	Drama Skills: Leading a Workshop	x	x	x		x	x		x	x	x	x	x	x	x	x	
F1TD 34	Public Art: An Introduction	x	x	x	x	x	x	x	x	x	x		x	x	x	x	
F1W8 34	Art and Design: Fashion/Performance Costume	x	x	x	x	x	x	x		x	x					x	
F1LX 34	Dance: Accessible Dance	x		x			x	x		x	x					x	

HND Community Art

Unit code	Unit title	General aims						Specific aims								
		1	2	3	4	5	6	16	17	18	19	20	21	22	23	24
Optional Units (continued)																
F1LS 34	Dance: Contemporary Dance Techniques	x		x			x	x		x	x					
A6HD 34	Introduction to Self-Employment and Small Business	x	x	x	x				x				x	x	x	
DG3D 35	Business Awareness and CPD	x	x	x	x				x				x	x	x	
F1H2 35	Art and Design: Freelance Working Skills	x	x	x	x				x					x	x	x
DV5E 36	Personal Development Planning	x	x	x	x	x	x		x				x	x	x	
F1V9 35	Integrated Dance Techniques	x					x			x	x					x
F1LV 35	Dance: Contemporary Dance Techniques: Advanced	x					x			x	x					x
DG3K 35	Acting 2: Applying Skills in Performance	x	x			x	x			x	x			x		x
F1TB 35	Public Art: Project	x	x	x	x	x	x		x	x	x	x	x	x	x	x
DE3D 34	Managing People and Organisations	x	x	x	x	x	x	x	x			x		x	x	x

Appendix 4: Credit transfer arrangements

Units		Equivalent old Unit or parts and combinations of Units		Credit transfer conditions
Unit code	Unit title	Unit code	Unit title	
F6CT 34	Graded Unit 1			No
F569 34	Arts Funding	A69D 04	Accessing Funds for the Arts	yes
F5GE 34	Community Arts: Drama	A578 04	Planning and Providing Drama in the Community	yes
F5CS 34	Community Arts: Music	A575 04	Planning and Providing Music in the Community	yes
F1MT 34	Community arts: visual arts	A573 04	Planning and Providing Visual Arts in the Community	yes
D77G 34	Communication: Practical Skills	D5P3 04 D5P3 34	Communication: Presenting Complex Communication for Vocational Purposes	yes
DH21 34	Working within a Project Team	D4WG 04 A757 04	Managing an Event Managing an Arts Event	yes
F1W6 34	Art and Design: Introduction to Digital Media	none	none	no
DE3R 34	Personal Development Planning	A6TO 34	Freelance Working Skills	yes
F568 34	Arts in a Contemporary Context	A755 04	The Arts in Contemporary Society	yes
A757 35	Managing an Arts Event	A757 04	Managing an Arts Event	yes
DG3K34	Acting 1: Developing Skills	A72B 04	Acting Skills	yes
DG44 34	Movement 1: Developing Skills	none	none	no
DG3V34	Community Drama	A725 04	Community Drama	yes
DG42 35	Drama Skills: Leading a Workshop	A578 04	Planning and Providing Drama in the Community	yes
F1TD 34	Public Art: An Introduction	A7BJ	Murals	yes
F1W8 34	Art and Design: Fashion/Performance Costume	none	none	no
F1LX 34	Dance: Accessible Dance	none	none	no
F1LS 34	Dance: Contemporary Dance Techniques	none	none	no
DV0M 34	Work Experience	A6T1 34	Workplace Experience	yes
A6HD34	Intro to Self Employment and Small Business	A6TO 34	Freelance Working Skills	yes

Units		Equivalent old Unit or parts and combinations of Units		Credit transfer conditions
Unit code	Unit title	Unit code	Unit title	
F5LK 35	Community Arts: Drama Workshop	A578 04 A6YE 04 A574 04 A725 04	Planning and Providing Drama in the Community Community Arts Organising and Delivering a Community Arts Workshop Community Drama	yes
F5LL 35	Community Arts: Music Workshop	A575 04 A574 04	Planning and Providing Music in the Community Organising and Delivering a Community Arts Workshop	yes
F1MV35	Community Arts: Visual Arts Workshop	A573 A574	Planning and Providing Visual Arts in the Community Organising and Delivering a Community Arts Workshop	yes
F6CV 35	Community Arts: Graded Unit 2	none	none	yes
DK1C 34	Community Learning and Development: Principles and Practice	none	none	no
F35Y 35	Managing an Event	D4WG 35	Managing an Event	yes
A757 35 Re levelled	Managing an Arts Event	A757 04	Managing an Arts Event	yes
DG3D35	Business Awareness and CPD	none	none	no
F1H2 35	Art and Design: Freelance Working Skills	A6TO 34	Freelance Working Skills	yes
DV5E 36	Personal Development Planning	none	none	no
F1V9 35	Integrated Dance Techniques	none	none	no
F1LV 35	Dance: Contemporary Dance Techniques: Advanced	none	none	no
DG3K 35	Acting 2: Applying Skills in Performance	none	none	no
F1TB 35	Public Art: Project	A7BJ 04	Murals	yes
DE3D 34	Managing People and Organisations	none	none	no

Appendix 5: Suggested delivery schedule

HNC Community Arts

Mode of Study: Full-time

Unit code	Unit title	SCQF level	Mandatory(M)/ Optional(O)	Credit value	Block 1/ Semester 1	Block 2/ Semester 2	Block 3
Mandatory Units							
F569 34	Arts Funding	7	M	1	x		
F5GE 34	Community Arts: Drama	7	M	1	x		
F5CS 34	Community Arts: Music	7	M	1		x	
F1MT 34	Community Arts: Visual Arts	7	M	1	x		
D77G 34	Communication: Practical Skills	7	M	1		x	
DH21 34	Working within a Project Team	7	M	1	x		
F1W6 34	Art and Design: Introduction to Digital Media	7	M	1	x		
F6CT 34	Community Art: Graded Unit 1	7	M	1			x
Optional Units							
DK1C 34	Community Learning and Development: Principles and Practice	7	O	2	x	x	
DE3R 34	Personal Development Planning	7	O	1			x
F568 34	Arts in a Contemporary Context	7	O	1		x	
A757 35	Managing an Arts Event	8	O	3	x	x	x
F35Y 35	Managing an Event	8	O	2	x	x	
DG3K 34	Acting 1: Developing Skills	7	O	2		x	x
DG44 34	Movement 1: Developing Skills	7	O	2	x	x	
DG3V 34	Community Drama	7	O	2		x	x
DG42 35	Drama Skills: Leading a Workshop	8	O	1			x
F1TD 34	Public Art: an Introduction	7	O	1			x
F1W8 34	Art and Design: Fashion/Performance Costume	7	O	1		x	

Unit code	Unit title	SCQF level	Mandatory(M)/ Optional(O)	Credit value	Block 1/ Semester 1	Block 2/ Semester 2	Block 3
Optional Units (continued)							
F1LX 34	Dance: Accessible Dance	1	O	1	x		
F1LS 34	Dance: Contemporary Dance Techniques	7	O	2		x	x
DV0M 34	Work Experience	7	O	1	x	x	x
A6HD 34	Intro to Self Employment and Small Business	7	O	1		x	

Group Award HND Community Arts

Mode of Study: Full-time

Unit code	Unit title	SCQF level	Mandatory(M)/ Optional(O)	Credit value	Block I/ Semester 1	Block 2/ Semester 2	Block 3
Mandatory Units:							
Year 1							
F569 34	Arts Funding	7	M	1	x		
F5GE 34	Community Arts: Drama	7	M	1	x		
F5CS 34	Community Arts: Music	7	M	1		x	
F1MT 34	Community Arts: Visual Arts	7	M	1	x		
D77G 34	Communication: Practical Skills	7	M	1		x	
DH21 34	Working within a Project Team	7	M	1	x		
F1W6 34	Art and Design: Introduction to Digital Media	7	M	1	x		
F6CT 34	Community Arts: Graded Unit 1	7	M	1			x
Year 2							
F5LK 35	Community Arts: Drama Workshop	8	M	1	x		
F5LL 35	Community Arts: Music Workshop	8	M	1		x	
F1MV 35	Community Arts: Visual Arts Workshop	8	M	1		x	
F35Y 35	Managing an Event	8	M	2	x	x	x
F6CV 35	Community Arts: Graded Unit 2	8	M	2		x	x

Unit code	Unit title	SCQF level	Mandatory(M)/ Optional(O)	Credit value	Block I/ Semester 1	Block 2/ Semester 2	Block 3
Optional Units: Y1(year 1) Y2 (year 2)							
DK1C 34	Community Learning and Development: Principles and Practice Y1	7	O	2	x	x	
DE3R 34	Personal Development Planning Y1	7	O	1			x
A757 35	Managing an Arts Event Y2	8	O	2	x	x	x
F568 34	Arts in a Contemporary Context Y1	7	O	1		x	
DG3K 34	Acting 1: Developing Skills Y1	7	O	2		x	x
DG44 34	Movement 1: Developing Skills Y1	7	O	2	x	x	
DG3V 34	Community Drama Y1	7	O	2		x	x
DG42 35	Drama skills: Leading a Workshop Y2	8	O	1			x
F1TD 34	Public Art: An Introduction Y1	7	O	1			x
F1W8 34	Art and Design: Fashion/Performance Costume Y2	7	O	1		x	
F1LX 34	Dance: Accessible Dance Y1	1	O	1	x		
F1LS 34	Dance: Contemporary Dance Techniques Y2	7	O	2		x	x
DV0M 34	Work Experience Y1	7	O	1	x	x	x
A6HD 34	Intro to Self Employment and Small Business Y2	7	O	1		x	
DG3D 35	Business Awareness and CPD Y2	8	O	1	x		
F1H2 35	Art and Design: Freelance Working Skills Y2	8	O	1			x
DV5E 36	Personal Development Planning Y2	9	O	1		x	
F1V9 35	Integrated Dance Techniques Y1	8	O	2	x	x	
F1LV 35	Dance: Contemporary Dance Techniques: Advanced Y2	8	O	2		x	x
DG3K 35	Acting 2: Applying Skills in Performance Y2	8	O	1.5	x	x	
F1TB 35	Public Art: Project Y2	8	O	1	x		
DE3D 34	Managing People and Organisations Y2	7	O	2		x	x