SQA

Group Award Specification for:

Professional Development Award (PDA) in Gaelic Media at SCQF level 8

Group Award Code: GL82 48

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Contents

1 Introduction

This document was previously known as the arrangements document. The purpose of this document is to:

♦ assist centres to implement, deliver and manage the qualification
♦ provide a guide for new staff involved in offering the qualification
♦ inform course managers teaching staff, assessors, learners, employers and HEIs of the aims and purpose of the qualification
♦ provide details of the range of learners the qualification is suitable for and progression opportunities
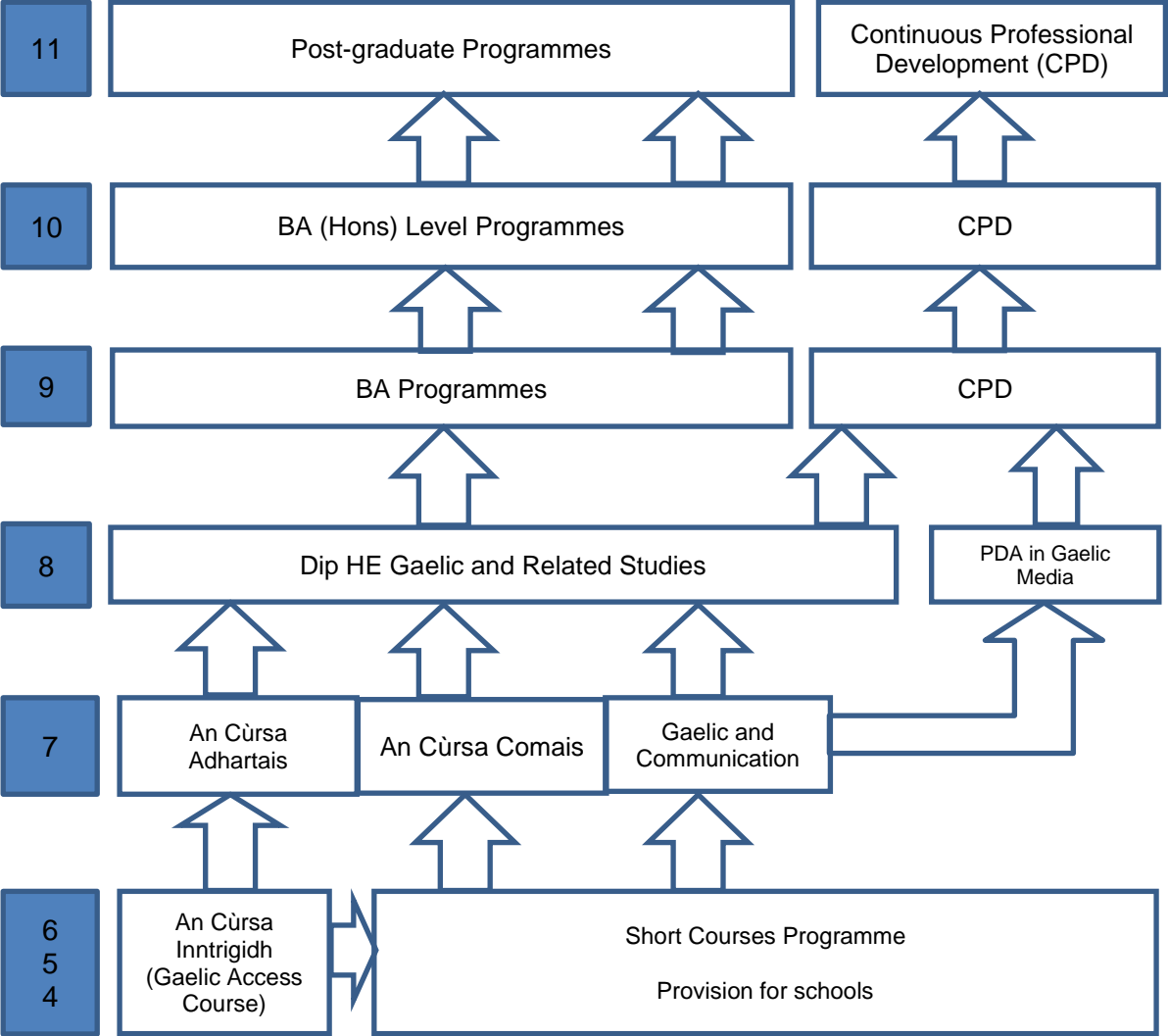
The Professional Development Award (PDA) in Gaelic Media sits at Scottish Credit and Qualifications Framework (SCQF) level 8 and consists of 14 mandatory Higher National Units, bearing a total of 25 credits. The approach is broad in nature with a view to encompassing the range of skills required in the modern media industry. Learners will complete the HN Unit: *Work Placement and Preparation for Employment in the Gaelic Creative Industries* (seven credits*)* whilst on placement, together with *Creative Content Generation* and *Communication: Promoting and Pitching*.

The advent of multi-skilling, the diminishing gap between production and craft functions, and the necessity to acquire computer skills for all television and multimedia activity has influenced the recommendation to make all units mandatory in line with the anticipated needs of this fast-moving industry.

The PDA is intended for those intending to work in the Gaelic media industry and who wish to further develop their knowledge, skills and practice and prepare them for employment in this field.

The following table illustrates potential progression opportunities currently available in Gaelic medium provision at further education/higher education FE/HE levels:

SCQF Gaelic Programmes Level

Progression Pathways — Sabhal Mòr Ostaig/UHI

SCQF Level	Progression Pathways
11	Post-graduate Programmes / Continuous Professional Development (CPD)
10	BA (Hons) Level Programmes / CPD
9	BA Programmes / CPD
8	Dip HE Gaelic and Related Studies / PDA in Gaelic Media
7	An Cùrsa Adhartais / An Cùrsa Comais / Gaelic and Communication
6 5 4	An Cùrsa Inntrigidh (Gaelic Access Course) / Short Courses Programme / Provision for schools

2 Qualification structure

This group award is made up of 25 SQA unit credits. It comprises 200 SCQF credit points of which 136 are at SCQF level 8 and 64 are at SCQF level 7. All units are mandatory. A mapping of Core Skills development opportunities is available in Section 5.3.

2.1 Structure

All units are mandatory.

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
F7PY	34	Communication in Gaelic: Advanced Operational Writing Skills	1	8	7
F7R2	34	Communication in Gaelic: Advanced Operational Speaking Skills	1	8	7
H4A3	34	Camera: An Introduction	1	8	7
F45L	35	Editing: Own Programme	2	16	8
F45R	35	Television Scriptwriting: Factual Programmes	2	16	8
J6JS	34*	Journalism: An Introduction	1	8	7
DM2J	34	Television Planning and Production	1	8	7
D7MD	35	European Media: Analysis and Investigation	1	8	8
D7M2	34	Radio Production 1: Analysing and Producing Radio Programmes	1	8	7
DF60	35	Internet: Web Development	2	16	8
DM14	35	Location Sound: Single Microphone Recording and Boom Operations	2	16	8
HG2Y	35	Work Placement and Preparation for Employment in the Gaelic Creative Industries	7	56	8
H4A2	34	Creative Content Generation	2	16	7
J2JL	35*	Promoting and Pitching	1	8	8

3 Aims of the qualification

Learners will have the opportunity to develop the necessary media skills required for direct entry to the workplace while enhancing their language skills both at college and in the wider Gaelic community. The proposed qualification will benefit learners by allowing them to develop a wide range of industry-specific knowledge and skills, whilst also developing transferable skills.

The aim of the qualification is to produce graduates who will be fully equipped to shape the future of the industry. This programme will contribute to the delivery of the Scottish Government's strategy to develop the creative industries; support the further development of Gaelic Media and support the aims of the National Plan for Gaelic.

The aims of the PDA in Gaelic Media are to develop a set of core competencies for employability in the Gaelic media industry.

3.1 General aims of the qualification

The general aims of the qualification are encompassed within the outcomes across the units.

The general aims of the PDA in Gaelic Media are to:

1   prepare learners for employment in the Gaelic radio, television and multimedia industry.
2   provide learners with competencies which will enable them to engage in a range of programme and communication skills.
3   develop professional programme production skills through making complete programmes in Gaelic.
4   develop practical and creative programme production skills aspiring to professional standards.
5   develop teamwork through co-operating with others in media and multimedia production.
6   develop fluency in Gaelic, through college and workplace usage combined with good communication, networking and liaison skills.
7   provide training in a media environment in preparation for direct entry to the industry.

3.2 Specific aims of the qualification

The specific aims of the PDA in Gaelic Media are to produce a graduate who will be able to demonstrate:

1   skills in carrying out pre-production, production and post-production processes.
2   skills in oral and written communication with specific relevance to the needs of the broadcast industry.
3   an understanding of Gaelic broadcasting and the UK media in general, drawing comparisons with other media situations in minority language communities of the EU.
4   information technology skills across the range of radio, television and multimedia applications.
5   an understanding of editing, lighting, sound and camera techniques as applied to television and multimedia applications and an understanding of editing and sound techniques for radio production.
6   an understanding of research, writing and scripting techniques as applied to radio, television and multimedia programmes.
7   promotional and pitching skills and market-place awareness relevant to the broadcast and multimedia industry.

4   Recommended entry to the qualification

Entry to this qualification is at the discretion of the centre. The following information on prior knowledge, skills, experience or qualifications that provide suitable preparation for this qualification has been provided by the Qualification Design Team as guidance only.

Applicants will be expected to have prior advanced qualifications such as a university degree, HNC or HND, though some may be selected without formal qualification. It will be highly beneficial for learners to have previous qualifications in Gaelic, eg an Advanced Higher in Gaelic or Sabhal Mòr Ostaig's An Cùrsa Inntrigidh (Access to Gaelic Course) or the more advanced An Cùrsa Adhartais/An Cùrsa Comais/Gàidhlig agus Conaltradh (all at SCQF level 7).

The award will be particularly suitable for learners completing Sabhal Mòr Ostaig's BA/BA (Hons) in Gaelic and Media Studies.

All suitable learners should be interviewed prior to entry to this qualification. The interview may be conducted through face-to-face attendance or through telephone or video-conference as appropriate. Competence in Gaelic will be assessed at interview and development and support needs, particularly in relation to the requirements of the PDA, should also be identified and discussed. Normally, the interview and language competence assessments will be conducted by the course leader and/or the language specialists engaged in the delivery of the award within centres.

Attendance on a Gaelic language induction course may be considered as a condition before final selection, with language competence being reassessed prior to an unconditional place being awarded.

4.1   Core Skills entry profile

The Core Skill entry profile provides a summary of the associated assessment activities that exemplify why a particular level has been recommended for this qualification. The information should be used to identify if additional learning support needs to be put in place for learners whose Core Skills profile is below the recommended entry level or whether learners should be encouraged to do an alternative level or learning programme. There will be opportunities to develop the Core Skills of *Communication, Problem Solving, Information and Communication Technology (ICT), Numeracy* and *Working with Others* at SCQF level 6 in this PDA.

Core Skill	Recommended SCQF entry profile	Associated assessment activities
Communication	5	Communication assignments across a range of units (ie Communication in Gaelic: Advanced Operational Writing and Speaking Skills)
Numeracy	5	Apply a range of numerical skills to manage projects (ie preparing a programme plan, reflective log).
Information and Communication Technology (ICT)	5	Present information in an appropriate format in complex documents (ie programme planning, development of programmes).

Ensure appropriate storage and retention of data.

Locate information relevant to tasks undertaken. |
| Problem Solving | 5 | Identify, plan, organise and carry out suggested approach, following action plans and keeping to timescales (ie programmes developed). |
| Working with Others | 5 | Work co-operatively with colleagues and clients in a professional manner to analyse and organise the requirements of own role.

Negotiate working methods and motivate yourself towards an established goal.

Use conclusions and reflections to set objectives for improving your work.

(Programme planning and examples of programmes created) |

5   Additional benefits of the qualification in meeting employer needs

This qualification was designed to meet a specific purpose and what follows are details on how that purpose has been met through mapping of the units to the aims of the qualification. Through meeting the aims, additional value has been achieved by linking the unit standards with those defined in national occupational standards and/or trade/professional body requirements. In addition, significant opportunities exist for learners to develop the more generic skill, known as Core Skills through doing this qualification.

5.1 Mapping of qualification aims to units

5.1.1 Mapping of general aims to units

The general aims of the PDA in Gaelic Media are to:

1   prepare learners for employment in the Gaelic radio, television and multimedia industry.
2   provide learners with competencies which will enable them to engage in a range of programme and communication skills.
3   develop professional programme production skills through making complete programmes in Gaelic.
4   develop practical and creative programme production skills aspiring to professional standards.
5   develop teamwork through co-operating with others in media and multimedia production.
6   develop fluency in Gaelic, through college and workplace usage combined with good communication, networking and liaison skills.
7   provide training in a media environment in preparation for direct entry to the industry.

Code	Unit title	Aims						
		1	2	3	4	5	6	7
F7PY 34	Communication in Gaelic: Advanced Operational Writing Skills	x	x	x	x	x	x	x
F7R2 34	Communication in Gaelic: Advanced Operational Speaking Skills	x	x	x	x	x	x	x
H4A3 34	Camera: An Introduction	x	x	x	x	x		x
F45L 35	Editing Own Programme	x	x	x	x	x		x
F45R 35	Television Scriptwriting: Factual Programmes	x	x	x	x	x	x	x
J6JS 34	Journalism: An Introduction	x	x	x	x	x	x	x
DM2J 34	Television Planning and Production	x	x	x	x	x	x	x
D7MD 35	European Media: Analysis and Investigation	x	x	x	x	x	x	x
D7M2 34	Radio Production 1: Analysing and Producing Radio Programmes	x	x	x	x	x	x	x
DF60 35	Internet: Web Development	x	x		x	x		x
DM14 35	Location Sound: Single Microphone Recording and Boom Operations	x	x	x	x	x	x	x
HG2Y 35	Work Placement and Preparation for Employment in the Gaelic Creative Industries	x	x	x	x	x	x	x
H4A2 34	Creative Content Generation	x	x	x	x	x	x	
F608 35	Communication: Promoting and Pitching	x	x	x	x	x	x	x

5.1.2 Mapping of specific aims to units

The specific aims of the PDA in Gaelic Media are to produce a graduate who will be able to demonstrate:

1. skills in carrying out pre-production, production and post-production processes.
2. skills in oral and written communication with specific relevance to the needs of the broadcast industry.
3. an understanding of Gaelic broadcasting and the UK media in general, drawing comparisons with other media situations in minority language communities of the European Union (EU).
4. information technology skills across the range of radio, television and multimedia applications.
5. an understanding of editing, lighting, sound and camera techniques as applied to television and multimedia applications and an understanding of editing and sound techniques for radio production.
6. an understanding of research, writing and scripting techniques as applied to radio, television and multimedia programmes.
7. promotional and pitching skills and market-place awareness relevant to the broadcast and multimedia industry.

Code	Unit title	Specific aims						
		1	2	3	4	5	6	7
F7PY 34	Communication in Gaelic: Advanced Operational Writing Skills	x	x	x			x	
F7R2 34	Communication in Gaelic: Advanced Operational Speaking Skills	x	x	x			x	x
H4A3 34	Camera: An Introduction	x				x		x
F45L 35	Editing Own Programme	x			x	x		x
F45R 35	Television Scriptwriting: Factual Programmes	x	x			x	x	x
J6JS 34	Journalism: An Introduction	x	x		x	x	x	x
DM2J 34	Television Planning and Production	x	x	x	x	x	x	x
D7MD 35	European Media: Analysis and Investigation	x	x	x			x	x
D7M2 34	Radio Production 1: Analysing and Producing Radio Programmes	x	x	x	x	x	x	x
DF60 35	Internet: Web Development	x			x	x	x	x
DM14 35	Location Sound: Single Microphone Recording and Boom Operations	x	x	x	x	x	x	x
HG2Y 35	Work Placement and Preparation for Employment in the Gaelic Creative Industries	x	x	x	x	x	x	x
H4A2 34	Creative Content Generation	x	x			x	x	x
F608 35	Communication: Promoting and Pitching	x	x	x	x	x	x	x

5.2 Mapping of National Occupational Standards (NOS) and/or trade body standards

Unit code	Unit title	Credit value	Outcomes	Link(s) to NOS
F7PY 34	Communication in Gaelic: Advanced Operational Writing Skills	1 HN credit	Produce written language of a detailed and complex nature.	A Core Skill underlying all NOS
F7R2 34	Communication in Gaelic: Advanced Operational Speaking Skills	1 HN credit	Convey and exchange information orally using language of a detailed and complex nature.	A Core Skill underlying all NOS
H4A3 34	Camera: An Introduction	1 HN credit	Rig, set and make adjustments to camera. Operate the basic functions and setting of a camera. Frame, compose and record shots to achieve visual continuity.	All NOS for camera which relate to the operation of a single DV camera on location or in a multi-camera set-up, are met.
F45L 35	Editing: Own Programme	2 HN credits	Prepare source material for editing to meet the requirements of a given brief. Make a rough-cut edit to meet the requirements of the brief. Make a fine-cut edit to meet the requirements of the brief.	NOS for Editing
F45R 35	Television Scriptwriting: Factual Programmes	2 HN credits	Create synopses and treatments for given factual production briefs. Create complete production scripts for factual programmes from synopses, treatments and research findings.	NOS for Production (Film and Television)

Unit code	Unit title	Credit value	Outcomes	Link(s) to NOS
J6JS 34	Journalism: An Introduction	1 HN credit	Explain the recent history and trends affecting journalistic media in the UK. Describe a typical news gathering operation. Produce a basic news story for newspaper/broadcast. Produce a basic feature for a newspaper/broadcast.	NOS for Journalism
DM2J 34	Television Planning and Production	1 HN credit	Analyse types of television programme. Plan for a production. Work as a member of a production team.	NOS for Production (Film and Television)
D7MD 35	European Media: Analysis and Investigation	1 HN credit	Investigate the press and broadcasting of an EU country and analyse patterns of ownership. Compare the press and broadcasting of an EU country with the UK equivalent. Explain the areas of legislation that apply to the press and broadcasting of an EU country.	Core Skills across a range of NOS
D7M2 34	Radio Production 1: Analysing and Producing Radio Programmes	1 HN credit	Analyse different types of programmes in radio broadcasting. Produce a short radio programme for an agreed audience.	NOS for Radio Content Creation

Unit code	Unit title	Credit value	Outcomes	Link(s) to NOS
DF60 35	Internet: Web Development	2 HN credits	Describe factors influencing the development of World Wide Web (WWW) documents. Plan and design World Wide Web documents. Use the features of a development language to produce World Wide Web documents. Publish, test and evaluate World Wide Web documents.	Core Skills across a range of NOS
DM14 35	Location Sound: Single Microphone Recording and Boom Operations	2 HN credits	Evaluate sound requirements for a location shoot. Line up, check and prepare equipment prior to a location. Pickup sound using a handheld pole. Make and log sound recordings on a location shoot.	Core Skills across a range of NOS
HG2Y 35	Work Placement and Preparation for Employment in the Gaelic Creative Industries	7 HN credits	Undertake a work placement as preparation for employment in the Gaelic Creative Industries. Produce a programme proposal in line with industry standards. Create a self-promotion package.	NOS for Production (Film and Television) Core Skills across a range of NOS

Unit code	Unit title	Credit value	Outcomes	Link(s) to NOS
H4A2 34	Creative Content Generation	2 HN credits	Develop an idea for commissioning. Plan and direct the production of a creative project. Generate the creative content.	NOS for Production (Film and Television)
F608 35	Communication: Promoting and Pitching	1 HN credit	Develop a promotion strategy. Produced personalised presentation materials. Present a showcase portfolio of work. Evaluate the effectiveness of the pitch.	Core Skills across a range of NOS

5.3　Mapping of Core Skills development opportunities across the qualification

Unit code	Unit title	Communication			Numeracy		ICT		Problem Solving			Working with Others	
		Written (Reading)	Written (Writing)	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
F7PY 34	Communication in Gaelic: Advanced Operational Writing Skills	X	X			X	X	X	X		X		X
F7R2 34	Communication in Gaelic: Advanced Operational Speaking Skills	X		X			X	X	X	X	X	X	X
H4A3 34	Camera: An Introduction	X	X	X	X					X		X	
F45L 35	Editing: Own Programme	X	X	X	X	X		X	X	X	X		X
F45R 35	Television Scriptwriting: Factual Programmes	X	X	X	X	X		X	X	X	X	X	X
J6JS 34	Journalism: An Introduction	X	X	X	X	X	X	X	X	X	X	X	
DM2J 34	Television Planning and Production	X	X	X	X	X	X	X	X	X	X	X	X
D7MD 35	European Media: Analysis and Investigation	X	X	X	X		X	X	X		X		
D7M2 34	Radio Production 1: Analysing and Producing Radio Programmes	X	X	X			X	X	X	X	X	X	X
DF60 35	Internet: Web Development	X	X	X		X	X	X		X	X	X	X

Unit code	Unit title	Communication			Numeracy		ICT		Problem Solving			Working with Others	
		Written (Reading)	Written (Writing)	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
DM14 35	Location Sound: Single Microphone Recording and Boom Operations		X	X		X		X		X	X	X	X
HG2Y 35	Work Placement and Preparation for Employment in the Gaelic Creative Industries	X	X	X	X	X	X	X	E @ SCQF level 6	E @ SCQF level 6	E @ SCQF level 6	X	X
H4A2 34	Creative Content Generation	X	X	X			X	X	X	X		X	
F608 35	Communication: Promoting and Pitching	X	X	X			X	X	X	X	X	X	X

E — embedded
X — signposted

5.4   Assessment strategy for the qualification

Unit	Assessment			
	Outcome 1	**Outcome 2**	**Outcome 3**	**Outcome 4**
Communication in Gaelic: Advanced Operational Writing Skills	Two written assessments both between 250–350 words in length. Both will be conducted under controlled and supervised conditions. . The total time for each assessment should not exceed 120 minutes.			
Communication in Gaelic: Advanced Operational Speaking Skills	Two oral assessments. Each will last 10–15 minutes and be conducted under controlled and supervised conditions.			
Camera: An Introduction	Written or oral assessment covering knowledge and understanding.	Practical assessment covering both outcomes. Evidence must be recorded. An observation checklist may also be used.		
Editing: Own Programme	Practical assessment, including supporting documentation. An observation checklist may also be used.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Television Scriptwriting: Factual Programmes	Two complete script folios. Each folio should contain a brief, synopsis, treatment and production script. Each synopsis should be no more than 300 words. Each treatment should be a maximum of 500 words.			
Journalism Skills: Introduction to Industry and Practice	Open-book conditions. A written assessment should be a minimum of 500 words. Assessment time should be no more than 90 minutes.	The assessment should be conducted under closed-book, controlled and supervised conditions. A written response should be 600 words approximately. The assessment time should be no more than 2 hours.	The assessment should be conducted under closed-book, controlled and supervised conditions. A written response should be 275-325 words. An oral response should be 2 minutes — two minutes 30 seconds.	The assessment should be conducted under open-book conditions to a deadline set by the tutor. A written response should be 300–400 words.
Television Planning and Production	An analysis of three TV programmes, each to be at least 250 words in length. A written response may be, for example, an essay, logbook or diary.	Produce a treatment, proposal, shot list and/or storyboard and schedule. The programme treatment should be a minimum of 500 words.	Open-book conditions. Diary of the production process and an observational checklist.	

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
European Media: Analysis and Investigation	An extended written response of 1,000 words. Open-book conditions.	An extended written response of a minimum of 1,000 words or an oral presentation of 10–15 minutes, conducted under open-book conditions.	An extended written response of 1,000 words, conducted under open-book conditions.	
Radio Production 1: Analysing and Producing Radio Programmes	Open-book assessment to analyse at least five different radio programmes. A minimum of 1,000 words.	Open-book, practical assessment to write a script (minimum of 1,000 words) and produce a pre-recorded radio programme (5–8 minutes).		
Internet: Web Development	Multiple choice, closed-book supervised conditions	Assessed by means of a case study, scenario or small project. Open-book conditions.		
Location Sound: Single Microphone Recording and Boom Operations	Performance assessment. Open-book conditions. Observation checklists; audio recordings; and production notes, location plans and equipment requisitions for three distinct locations.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Work Placement and Preparation for Employment in the Gaelic Creative Industries	10 months work placement in the media sector. Personal appraisal portfolio, including sections on planning, implementing and evaluating. Open-book conditions.	A written response (1000 words maximum) or an oral presentation (5–10 minutes), conducted under open-book conditions.	Self-promotion package, including curriculum vitae, business card and portfolio of work. Open-book conditions.	
Creative Content Generation	Open-book assessment. Pitch with supporting information, including proposal and presentation materials. Checklist.	Open-book assessment Production portfolio including key documentation. The portfolio may be submitted online.	Open-book assessment.	
Communication: Promoting and Pitching	Written or oral assessment conducted under open-book conditions. Can be linked to Outcomes 2–4.	Open-book assessment. Presentation materials could be in the form of a personal statement, website	Presentation of at least 800 words and no more than eight minutes. Open-book conditions. Observational checklist	Written assessment of 300 words or the oral equivalent, conducted in open-book conditions.

6 Guidance on approaches to delivery and assessment

Teaching methods are varied and are geared to the aims and outcomes of the course, the learning needs of learners and the demands of the industry. Lectures and tutorials will be reinforced by practical exercises on multimedia, radio and single camera projects. These will be put into context by the use of visiting specialists and guest speakers from the industry. In preparation for employment in the broadcast industry, the majority of the coursework will comprise practical assignment tasks, necessarily engaging learners in direct participation in the work of the course.

6.1 Sequencing/integration of units

The PDA Diploma in Gaelic Media, at SCQF level 8, is delivered by a college in conjunction with the broadcast and media industry in Scotland. The first year is college-based and year 2 includes a 10-month attachment within the broadcast/media environment.

Throughout the course, learners have the opportunity to develop the necessary technical, creative and logistical skills required for direct entry to the workplace while enhancing their language skills both at college and in the wider Gaelic community. The PDA award benefits learners by allowing them to develop a wide range of industry-specific knowledge and skills, whilst also developing transferable skills.

In line with other qualifications at this level, learners will be expected to be pro-active in their learning approaches and carry out research and evaluation in order to achieve the requirements of the programme.

There may be opportunities for integration of assessment across the programme, through the use of project work and case studies.

The nature of the PDA in Gaelic Media allows for integrated assessment of several units through complete programme production, with each learner producing a short TV programme. This enables each individual to work as a member of a production team throughout the entire production process as producer/director on their own project and as researcher/editor on a colleague's project as well as camera-person on another project.

Course delivery and content will be based on the production cycle process in radio, television and new media as outlined below.

The Market
Ideas; development; researching; presentation, pitching and selling; audience; funding.

Pre-production
Research; budgeting; planning; production management; contracts; copyright; legal; standards; health and safety.

Production
Record; capture; single camera location; multi camera location; sound; lighting; team functions; production management; budget control; new media build and design; writing for the media.

Post-production
Editing; accounting; marketing and distribution; scheduling; promotion; audience research.

6.2 Recognition of prior learning

SQA recognises that learners gain knowledge and skills acquired through formal, non-formal and informal learning contexts.

In some instances, a full group award may be achieved through the recognition of prior learning. However, it is unlikely that a learner would have the appropriate prior learning and experience to meet all the requirements of a full group award.

The recognition of prior learning may **not** be used as a method of assessing in the following types of units and assessments:

♦ HN Graded Units
♦ Course and/or external assessments
♦ Other integrative assessment units (which may or not be graded)
♦ Certain types of assessment instruments where the standard may be compromised by not using the same assessment method outlined in the unit
♦ Where there is an existing requirement for a licence to practice
♦ Where there are specific health and safety requirements
♦ Where there are regulatory, professional or other statutory requirements
♦ Where otherwise specified in an assessment strategy

More information and guidance on the *Recognition of Prior Learning* (RPL) may be found on our website **www.sqa.org.uk**.

The following sub-sections outline how existing SQA unit(s) may contribute to this group award. Additionally, they also outline how this group award may be recognised for professional and articulation purposes.

6.4 Support materials

A **list of existing ASPs** is available to view on SQA's website.

6.5 Resource requirements

The centre will require to have suitably qualified staff in place with the relevant experience in Gaelic media to deliver this award. In addition to professional experience in the Gaelic media industry and in delivering Gaelic-medium qualifications at HE level, it would be preferable, in addition to possessing degree-level qualifications in Gaelic/Gaelic related studies, that delivery staff have a post-graduate qualification in a relevant subject area.

The relevant ICT requirements **should** be freely available on campus to learners based at the centre. Internet access will also be required to access the centre's e-resources, including e-journals and e-books featured on the unit reading lists. Learners will also be encouraged to make use of the centre's library enabling them to access hard copies of textbooks relevant to unit reading lists.

7   General information for centres

Equality and inclusion

The unit specifications making up this group award have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence. Further advice can be found on our website **www.sqa.org.uk/assessmentarrangements**.

Internal and external verification

All assessments used within this/these qualification(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* **(www.sqa.org.uk/GuideToAssessment)**.

8   Glossary of terms

Embedded Core Skills: is where the assessment evidence for the unit also includes full evidence for complete Core Skill or Core Skill components. A learner successfully completing the unit will be automatically certificated for the Core Skill. (This depends on the unit having been successfully audited and validated for Core Skills certification.)

Finish date: The end of a group award's lapsing period is known as the finish date. After the finish date, the group award will no longer be live and the following applies:

♦ learners may not be entered for the group award
♦ the group award will continue to exist only as an archive record on the Awards Processing System (APS)

Lapsing date: When a group award is entered into its lapsing period, the following will apply:

♦ the group award will be deleted from the relevant catalogue
♦ the group award specification will remain until the qualification reaches its finish date at which point it will be removed from SQA's website and archived
♦ no new centres may be approved to offer the group award
♦ centres should only enter learners whom they expect to complete the group award during the defined lapsing period

SQA credit value: The credit value allocated to a unit gives an indication of the contribution the unit makes to an SQA group award. An SQA credit value of 1 given to an SQA unit represents approximately 40 hours of programmed learning, teaching and assessment.

SCQF: The Scottish Credit and Qualification Framework (SCQF) provides the national common framework for describing all relevant programmes of learning and qualifications in Scotland. SCQF terminology is used 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: SCQF credit points provide a means of describing and comparing the amount of learning that is required to complete a qualification at a given level of the Framework. One National Unit credit is equivalent to 6 SCQF credit points. One National Unit credit at Advanced Higher and one Higher National Unit credit (irrespective of level) is equivalent to 8 SCQF credit points.

SCQF levels: The level a qualification is assigned within the framework is an indication of how hard it is to achieve. The SCQF covers 12 levels of learning. HNCs and HNDs are available at SCQF levels 7 and 8 respectively. Higher National Units will normally be at levels 6–9 and graded units will be at level 7 and 8. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

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

Signposted Core Skills: refers to opportunities to develop Core Skills arise in learning and teaching but are not automatically certificated.

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
03	**Revision of Unit:** F7PW 34 - Journalism Skills: Introduction to Industry and Practice (finish date 31/07/2022) has been replaced by J6JS 34 - Journalism: An Introduction	15/07/22
02	**Revision of Unit:** F608 35 Communication: Promoting and Pitching (finish date 31/07/2022) has been replaced by J2JL 35 Promoting and Pitching (start date 01/08/2019)	06/02/20

Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of this qualification.

9 General information for learners

This section will help you decide whether this is the qualification for you by explaining what the qualification is about, what you should know or be able to do before you start, what you will need to do during the qualification and opportunities for further learning and employment.

The Professional Development Award (PDA) in Gaelic Media sits at SCQF level 8 and consists of 14 mandatory Higher National units, bearing a total of 25 credits. The approach is broad in nature with a view to encompassing the range of skills required in the modern media industry. Learners will complete the HN Unit: *Work Placement and Preparation for Employment in the Gaelic Creative Industries* (seven credits*)* whilst on placement, together with *Creative Content Generation* and *Communication: Promoting and Pitching*.

The advent of multi-skilling, the diminishing gap between production and craft functions, and the necessity to acquire computer skills for all television and multimedia activity has influenced the recommendation to make all units mandatory in line with the anticipated needs of this fast-moving industry.

The PDA is intended for those intending to work in the Gaelic media industry and who wish to further develop their knowledge, skills and practice and prepare them for employment in this field and is suitable for a variety of learners,

This PDA is designed to meet the emerging needs of employers in the field of Gaelic media.

Applicants will be expected to have prior advanced qualifications such as a university degree, HNC or HND, though some may be selected without formal qualification. It will be highly beneficial for learners to have previous qualifications in Gaelic, eg an Advanced Higher in Gaelic or Sabhal Mòr Ostaig's An Cùrsa Inntrigidh (Access to Gaelic Course) or the more advanced An Cùrsa Adhartais/An Cùrsa Comais/Gàidhlig agus Conaltradh (all at SCQF level 7).

The award will be particularly suitable for learners completing Sabhal Mòr Ostaig's BA /BA (Hons) in Gaelic and Media Studies.

All suitable learners will be interviewed prior to entry to this qualification. The interview may be conducted through face-to-face attendance or through telephone or video-conference as appropriate. Competence in Gaelic will be assessed at interview and development and support needs, particularly in relation to the requirements of the PDA, should also be identified and discussed. Normally, the interview and language competence assessments will be conducted by the course leader and/or the language specialists engaged in the delivery of the award within colleges and delivery centres.

Attendance on a Gaelic language induction course may be considered as a condition before final selection, with language competence being reassessed prior to an unconditional place being awarded.

In each unit, the outcomes are mandatory and must be achieved successfully.

The following Core Skills can be developed in this award:

Communication	Written (Reading); Written (Writing); Oral
Information and Communication Technology (ICT)	Accessing Information; Providing/Creating Information
Problem Solving	Critical Thinking; Planning and Organising; Reviewing and Evaluating
Working with Others	Working Co-operatively with Others; Reviewing Co-operative Contribution
Numeracy	Using Number; Using Graphical Information