



Group Award Specification for:

**Higher National Certificate (HNC) in Sound
Production at SCQF level 7**

Group Award Code: GP13 15

and

**Higher National Diploma (HND) in Sound Production
at SCQF level 8**

Group Award Code: GP16 16

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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.

1.1 Background information

SQA has offered Sound Production qualifications since 1988. The current HN Sound Production qualification was validated in August 2005, replacing the previous HN Music Technology qualification. Maintenance reviews and updates have occurred every year since 2011 in order to provide clarification within units, add units to the existing framework and revise units following feedback to the Qualification Support Team from approved delivering centres.

HN Sound Production qualifications have remained popular since being introduced with entries and certification rising every year for the HNC Award. At HND level, entries and certification peaked in 2011 before decreasing slightly. However, they have now returned to a growing trend and have risen every year since 2013/14.

Learners typically enter the qualification with relevant National Qualifications or National Qualifications Group Awards at level 6; two NQ Highers (preferably Physics/Music Technology and English) along with three National 5 passes or equivalent. Other qualifications and/or existing industry experience may be acceptable, and discretion is left to the delivering centre to determine the suitability of any learner.

Many learners progress to study at SCQF levels 9 and 10 as a result of a number of Scottish universities offering 'top-up' degrees utilising the 2+2 model. This model allows learners who have achieved an HND to enter directly into the 3rd year of a related undergraduate degree on the basis that the HND can be considered equivalent to Year 1 and 2 on an undergraduate degree programme.

However, the sound production industries are constantly changing, and have seen rapid technological developments and the emergence of wider employment and progression opportunities since the current award was first devised. Whilst many of the fundamental skills in sound production are still relevant, it was recognised there was a need to revise and update the HN qualification to ensure that those undertaking the award gain the necessary knowledge and creative and technical skills to fully prepare them for employment or further study.

In addition, since the development of the current award, there have been a range of music technology qualifications developed from National 3 to Higher at SCQF level 6 which are now being delivered in many schools. This, in conjunction with the continuing narrowing of the cost/performance gap of available technology, has resulted in much wider access to far more sophisticated sound production technology in schools, delivering FE centres and indeed in interested individual's homes. This means that those entering HN Sound Production Awards now tend to have a higher level of existing ability than was previously the case.

In 2016, a comprehensive scoping exercise was undertaken by SQA to ascertain the changes required to the HNC/HND to ensure that the award remained relevant to the needs of industry and further and higher education. A range of employers, higher education institutions and centres who currently delivered the HNC/HND were consulted and were invited to review the award and provide feedback on any changes required to ensure the award continues to meet current (and future) needs. Prominent themes which arose during the scoping process included:

- ◆ Advances in technology have led to new sound production skills, techniques and standards that are not directly addressed by many (or in some cases any) of the units in the framework. Meanwhile, changes in employability patterns have placed a greater emphasis on the entrepreneurial, multi-skilled freelancer.
- ◆ It was identified that the key skill of critical listening is not directly and explicitly addressed sufficiently in the current qualification framework.
- ◆ It was identified that there is a large amount of assessment in some units in the qualification, and as a result, across the award as a whole. It was identified that delivery and assessment of theoretical concepts should be contextualised in practical activity.
- ◆ A feature of the award had been to have several units in common across the mandatory sections of HN Music Business and HN Music. It was identified that this has led to an over-emphasis of business related units in the existing sound production qualification and a deficit of practical sound production activity in the mandatory section of the award, particularly in the areas of studio recording and sound reinforcement.

The review has resulted in work being carried out over two years to implement significant revision to both mandatory and optional sections of the award. Several units within the award have been revised, some removed and new units have been written where there was an identifiable need.

Revisions to the award as a result of feedback from industry have been implemented, ensuring that those undertaking this award are gaining the necessary knowledge and skills to work effectively within the sound production industries. Similarly, revisions to this award as a result of feedback received from higher education should ensure that this revised award will continue to provide strong progression pathways for learners who wish to access further study. Finally, revisions to this award have been made as a result of a substantial amount of feedback from centres who deliver the award.

1.2 Title of the qualification

The title reflects the aims and objectives of the group award, and is intended for learners who have an interest in sound production and wish to pursue sound production as a career. A prerequisite of this group award is an ability to demonstrate aptitude at the time of interview. The award is designed, in the first instance, for full-time study.

1.3 Target groups

The HN is designed for those interested in pursuing a career in sound production and who wish to develop the knowledge and creative and technical skills required for the sound production industries. As such, it is suitable for school leavers, adult returners, the self-employed and those already in employment. The HN is aimed at those who have some previous experience, perhaps through a lower level qualification, or who show potential and demonstrate a strong interest to develop their skills. The qualifications are intended to facilitate progression to employment within the sound production industries or to further study within higher education.

1.4 Progression opportunities

There are a number of qualifications offered which provide progression to and from the HNC/HND Sound Production Awards. These are shown in the table below.

SCQF level	NQ	HNC/HND	Degree Programmes
10			Honours Degree , eg BSc Hons Music Technology; BA Hons Sound Design; BA (Hons) Audio Engineering;
9			Ordinary Degree , eg BSc Music Technology; BA Commercial Sound Production; BA Sound Design
8		HND Sound Production	BSc Audio Engineering
7		HNC Sound Production	
6	NC Sound Production NPA Sound Production: Recording NPA Sound Production: Live Higher Music Technology		
5	National 5 Music Technology		
4	National 4 Music Technology		
3	National 3 Music Technology		

1.5 Employment opportunities

The HNC/HND is not intended solely as a vehicle for progression within education. The HN Group Awards have been designed such that Learners achieving the HNC/HND Sound Production will have developed a wide range of knowledge and creative and technical skills suitable for employment within various areas of the sound production industries.

The sound production and audio industries consists of a variety of organisations, from one-person businesses to multinational conglomerates. However, it is anticipated that many of the learners completing this programme will work freelance in their chosen field or will mix an aspect of self-employed work with perhaps one to two days employment in another organisation in this field.

Types of posts would include:

- ◆ Sound Engineer (music, broadcast, new media, live sound, conference)
- ◆ Sound Designer (multimedia/TV/film/games)
- ◆ Programmer (in the context of music production)
- ◆ Audio Technician (broadcast, studio, conferences and events)

2 Qualifications structure

The HNC Sound Production Group Award is made up of 12 SQA unit credits. It comprises 96 SCQF credit points of which 80 are at SCQF level 7 in the mandatory section including a graded unit of 8 SCQF credit points at SCQF level 7. This meets the requirements of the design principles set by SQA. A mapping of Core Skills development opportunities is available in Section 5.3.

The HND Sound Production Group Award is made up of 30 SQA unit credits. It comprises 240 SCQF credit points of which 80 are at SCQF level 7 and a further 80 are at SCQF level 8 in the mandatory section including a graded unit of 8 SCQF credit points at SCQF level 7 and a graded unit of 16 SCQF credit points at SCQF level 8. This meets the requirements of the design principles set by SQA. A mapping of Core Skills development opportunities is available in Section 5.3.

2.1 Structure

HNC Sound Production

The mandatory section comprises of 10 SQA credits. A further 2 SQA credits must be achieved from the optional section.

Mandatory units — 10 credits

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
J018	34	Sound Production: Audio Skills (SCQF level 7)	2	16	7
J019	34	Sound Production: Digital Audio Workstations (SCQF level 7)	2	16	7
J0J0	34	Sound Production: Graded Unit 1 (SCQF level 7)	1	8	7
J01A	34	Sound Production: Recording and Mixing (SCQF level 7)	2	16	7
J01B	34	Sound Production: Skills for Business (SCQF level 7)	1	8	7
J01C	34	Sound Production: Sound for Live Events (SCQF level 7)	2	16	7

Optional units — 2 credits

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
Sound Production units					
J0L4	33	Sound Production: Audio for Multimedia (SCQF level 6)	1	8	6
DV3E	34	Audio for Visual Art/Images	1	8	7
H1M3	34	Audio Post Production: An Introduction	1	8	7
J0L5	34	Sound Production: Audio Electronics (SCQF level 7)	2	16	7
J0L6	34	Sound Production: Audio for Multimedia (SCQF level 7)	2	16	7
J0L7	34	Sound Production: Creative Music Re-mixing (SCQF level 7)	2	16	7
J0L8	34	Sound Production: Game Audio (SCQF level 7)	1	8	7
DJ2C	34	Sound Production: Location Recording	1	8	7
J0L9	34	Sound Production: Mixing Project (SCQF level 7)	1	8	7
J0LA	34	Sound Production: Recording Project (SCQF level 7)	1	8	7
J0LB	34	Sound Production: Synthesis and Sampling (SCQF level 7)	1	8	7
J0LC	34	Sound Production: Understanding Music Theory (SCQF level 7)	1	8	7
J0LD	34	Sound Production: Visual Audio Programming (SCQF level 7)	1	8	7
DR0N	35	Audio System Design	1	8	8
DJ24	35	History of the Audio Industries	1	8	8
J0LF	35	Music Production (SCQF level 8)	1	8	8
J0LG	35	Sound Production: Acoustics (SCQF level 8)	1	8	8
J0LH	35	Sound Production: Audio Systems Integration (SCQF level 8)	1	8	8
J0LJ	35	Sound Production: Digital Audio Theory (SCQF level 8)	1	8	8
J01D	35	Sound Production: Digital Audio Workstations (SCQF level 8)	2	16	8
J0LK	35	Sound Production: Foley and Automated Dialogue Replacement (SCQF level 8)	2	16	8
J0LM	35	Sound Production: Game Audio (SCQF level 8)	2	16	8
J0LP	35	Sound Production: Performance Based Digital Audio Workstations (SCQF level 8)	2	16	8
J01E	35	Sound Production: Professional Development Project (SCQF level 8)	2	16	8
J01F	35	Sound Production: Skills for Mastering and Final Format Production (SCQF level 8)	2	16	8

Optional units (cont)

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
Sound Production units (cont)					
J0LR	35	Sound Production: Sound Reinforcement (SCQF level 8)	2	16	8
J01G	35	Sound Production: Spatial Recording and Reproduction (SCQF level 8)	2	16	8
DR2V	36	Acoustics 2	1	8	9
Music units					
DJ28	33	Keyboard Skills for Music Production	1	8	6
FN1E	34	Cultural Studies: An Introduction	2	16	7
J0MH	34	Music Second Study: Composition (SCQF level 7)	1	8	7
J0MJ	34	Music Second Study: Instrument (SCQF level 7)	1	8	7
J01L	34	Music Theory (SCQF level 7)	1	8	7
J0MN	34	Music: Songwriting (SCQF level 7)	1	8	7
J0MS	35	Music for the Visual Arts (SCQF level 8)	1	8	8
J0MT	35	Music: History (SCQF level 8)	1	8	8
Music Business units					
J0M0	34	Music and Image: Graphics (SCQF level 7)	1	8	7
J00W	34	Music Business: Communication Skills (SCQF level 7)	1	8	7
J0M2	34	Music Business: Live Music Industry (SCQF level 7)	1	8	7
J0M3	34	Music Business: Record Company Organisation and Structure (SCQF level 7)	1	8	7
J0M4	34	Music Business: Releasing a Record (SCQF level 7)	1	8	7
J0M5	34	Music Business: Running a Live Music Event (SCQF level 7)	2	16	7
J0M6	34	Music Business: Tour Management (SCQF level 7)	1	8	7
J00X	34	Music History: Genres, Record Labels and Artists (SCQF level 7)	1	8	7
J00Y	34	Music Industry (SCQF level 7)	1	8	7
J011	34	Music Industry: Budgeting and Accounts (SCQF level 7)	1	8	7
J012	34	Music Industry: Marketing and Promotion (SCQF level 7)	2	16	7
J013	34	Music Law (SCQF level 7)	1	8	7
J014	35	Music Business: Digital Distribution (SCQF level 8)	1	8	8
J0MF	35	Music Business: Evolution of the Music Business (SCQF level 8)	1	8	8
J0MG	35	Music and Image: Video (SCQF level 8)	1	8	8
J0MD	35	Music Publishing (SCQF level 8)	1	8	8

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
Other units					
H7FH	33	Intellectual Property	1	8	6
DM0W	34	Creative Project	2	16	7
DJ2D	34	Mathematics for Audio Technology 1	1	8	7
DE3R	34	Personal Development Planning	1	8	7
HJ4W	34	Work Placement	1	8	7

HND Sound Production

The mandatory section comprises of 20 SQA credits. A further 10 SQA credits can be achieved from the units in lists A, B or C with the following restrictions:

- ◆ A minimum of 5 credits must selected from list A
- ◆ A maximum of 5 credits can be chosen from list B
- ◆ A maximum of 2 credits can be chosen from list C

Mandatory units — 20 credits

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
J018	34	Sound Production: Audio Skills (SCQF level 7)	2	16	7
J019	34	Sound Production: Digital Audio Workstations (SCQF level 7)	2	16	7
J0J0	34	Sound Production: Graded Unit 1 (SCQF level 7)	1	8	7
J01A	34	Sound Production: Recording and Mixing (SCQF level 7)	2	16	7
J01B	34	Sound Production: Skills for Business (SCQF level 7)	1	8	7
J01C	34	Sound Production: Sound for Live Events (SCQF level 7)	2	16	7
J01D	35	Sound Production: Digital Audio Workstations (SCQF level 8)	2	16	8
J0J1	35	Sound Production: Graded Unit 2 (SCQF level 8)	2	16	8
J01E	35	Sound Production: Professional Development Project (SCQF level 8)	2	16	8
J01F	35	Sound Production: Skills for Mastering and Final Format Production (SCQF level 8)	2	16	8
J01G	35	Sound Production: Spatial Recording and Reproduction (SCQF level 8)	2	16	8

Optional units

List A — Sound Production units (5 to 10 credits)					
4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
J0L4	33	Sound Production: Audio for Multimedia (SCQF level 6)	1	8	6
DV3E	34	Audio for Visual Art/Images	1	8	7
H1M3	34	Audio Post Production: An Introduction	1	8	7
J0L5	34	Sound Production: Audio Electronics (SCQF level 7)	2	16	7
J0L6	34	Sound Production: Audio for Multimedia (SCQF level 7)	2	16	7
J0L7	34	Sound Production: Creative Music Re-mixing (SCQF level 7)	2	16	7
J0L8	34	Sound Production: Game Audio (SCQF level 7)	1	8	7
DJ2C	34	Sound Production: Location Recording (SCQF level 7)	1	8	7
J0L9	34	Sound Production: Mixing Project (SCQF level 7)	1	8	7
J0LA	34	Sound Production: Recording Project (SCQF level 7)	1	8	7
J0LB	34	Sound Production: Synthesis and Sampling (SCQF level 7)	1	8	7
J0LC	34	Sound Production: Understanding Music Theory (SCQF level 7)	1	8	7
J0LD	34	Sound Production: Visual Audio Programming (SCQF level 7)	1	8	7
DR0N	35	Audio System Design	1	8	8
DJ24	35	History of the Audio Industries	1	8	8
J0LF	35	Music Production (SCQF level 8)	1	8	8
J0LG	35	Sound Production: Acoustics (SCQF level 8)	1	8	8
J0LH	35	Sound Production: Audio Systems Integration (SCQF level 8)	1	8	8
J0LJ	35	Sound Production: Digital Audio Theory (SCQF level 8)	1	8	8
J0LK	35	Sound Production: Foley and Automated Dialogue Replacement (SCQF level 8)	2	16	8
J0LM	35	Sound Production: Game Audio (SCQF level 8)	2	16	8
J0LN	35	Sound Production: Independent Studio Project (SCQF level 8)	2	16	8
J0LP	35	Sound Production: Performance Based Digital Audio Workstations (SCQF level 8)	2	16	8
J0LR	35	Sound Production: Sound Reinforcement (SCQF level 8)	2	16	8
DR2V	36	Acoustics 2	1	8	9

List B — Music and Music Business units (0 to 5 credits)					
4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
Music units					
DJ28	33	Keyboard Skills for Music Production	1	8	6
FN1E	34	Cultural Studies: An Introduction	2	16	7
J0MH	34	Music Second Study: Composition (SCQF level 7)	1	8	7
J0MJ	34	Music Second Study: Instrument (SCQF level 7)	1	8	7
J01L	34	Music Theory (SCQF level 7)	1	8	7
J0MN	34	Music: Songwriting (SCQF level 7)	1	8	7
J0MS	35	Music for the Visual Arts (SCQF level 8)	1	8	8
J0MT	35	Music: History (SCQF level 8)	1	8	8
Music Business units					
J0M0	34	Music and Image: Graphics (SCQF level 7)	1	8	7
J00W	34	Music Business: Communication Skills (SCQF level 7)	1	8	7
J0M2	34	Music Business: Live Music Industry (SCQF level 7)	1	8	7
J0M3	34	Music Business: Record Company Organisation and Structure (SCQF level 7)	1	8	7
J0M4	34	Music Business: Releasing a Record (SCQF level 7)	1	8	7
J0M5	34	Music Business: Running a Live Music Event (SCQF level 7)	2	16	7
J0M6	34	Music Business: Tour Management (SCQF level 7)	1	8	7
J00X	34	Music History: Genres, Record Labels and Artists (SCQF level 7)	1	8	7
J00Y	34	Music Industry (SCQF level 7)	1	8	7
J011	34	Music Industry: Budgeting and Accounts (SCQF level 7)	1	8	7
J012	34	Music Industry: Marketing and Promotion (SCQF level 7)	2	16	7
J013	34	Music Law (SCQF level 7)	1	8	7
J014	35	Music Business: Digital Distribution (SCQF level 8)	1	8	8
J0MF	35	Music Business: Evolution of the Music Business (SCQF level 8)	1	8	8
J0MG	35	Music and Image: Video (SCQF level 8)	1	8	8
J0MD	35	Music Publishing (SCQF level 8)	1	8	8

List C — Other units (0 to 2 credits)					
4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
H7FH	33	Intellectual Property	1	8	6
DM0W	34	Creative Project	2	16	7
DJ2D	34	Mathematics for Audio Technology 1	1	8	7
DE3R	34	Personal Development Planning	1	8	7
HJ4W	34	Work Placement	1	8	7

3 Aims of the qualifications

The HN in Sound Production is a largely practice based course that gives learners grounding in the key technical, creative and organisational aspects of the sound production industries. It is designed to prepare learners for a variety of roles within the sound production industries and to prepare learners for progression to further study.

3.1 General aims of the qualifications

The HNC/HND Group Award has a range of general aims as well as some specific aims. These general aims are to:

- 1 develop learners' skills as sound engineers/designers, composers/performers or business personnel.
- 2 develop communication and interpersonal skills.
- 3 develop analytical skills.
- 4 develop self-evaluative skills, enabling professional development.
- 5 develop self-presentation skills.
- 6 develop the ability to work independently and as part of a team.
- 7 develop self-assurance and the confidence to perform to potential.
- 8 develop professional attitudes.
- 9 enhance employment prospects and/or facilitate progression to higher education.
- 10 enable progression within the SCQF framework.
- 11 prepare learners for employment and/or self-employment.
- 12 develop self-assurance and confidence and to meet the needs of the labour market.

3.2 Specific aims of the qualifications

HNC Sound Production

To develop the following areas of skills and knowledge:

- 13 an ability to develop essential underpinning knowledge in sound production.
- 14 an ability to analyse and synthesise knowledge and skills acquired through study.
- 15 an ability to develop study, organisational and research skills.
- 16 an ability to develop skills in the creative use of sound production technology and applications.
- 17 an ability to integrate sound production skills in practical and/or employability contexts
- 18 an ability to develop competencies in a range of specialised areas in line with preferred career aims.
- 19 to enable progression to further study in sound production or a related discipline.
- 20 an ability to develop personal skills and follow evolving industry practices.
- 21 an ability to develop critical listening skills.
- 22 an ability to identify and resolve faults in relation to audio systems.

HND Sound Production

The following aims build upon the aims from the HNC Sound Production and are intended to develop and/or further develop the following areas of skills and knowledge:

- 23 an ability to develop breadth and depth of knowledge in sound production.
- 24 an ability to develop proficiency in the creative use of sound production technology and applications.
- 25 an ability to develop critical analysis; to reflect on own practice.
- 25 to enable the adoption of innovative practices and creativity in work and ability to respond quickly to the challenges posed by changes in the audio industry.

3.3 Graded units

Sound Production: Graded Unit 1 (SCQF level 7) is a project in the form of a practical assignment. This should take place in the latter part of the academic year. This unit will cover a range of knowledge/skills achieved through studying the mandatory units.

Graded Unit 1

In *Graded Unit 1* learners will prepare and present a portfolio of work, this could be used to showcase their work in an interview situation for either employment or further study. The work necessary to undertake this assignment will synthesise knowledge and skills acquired throughout the HNC and HND Sound Production Group Awards. Learners will identify the requirements of the portfolio and select the elements and components to be included. These will employ skills developed through a combination of the mandatory units from this group award. When planning and choosing how to construct their portfolio, learners should ensure that it will be a sufficient basis for a practical assignment which meets all the requirements of this graded unit.

Graded Unit 2

Graded Unit 2 is also a project in the form of a practical assignment. This should be presented to learners at the beginning of the year to be worked on throughout the year and completed in the latter part of the academic year. This unit will again cover a range of knowledge/skills achieved through studying the mandatory units.

Learners will be asked to prepare a portfolio, presentation and participate in an interview to a prospective employer or backer.

This project involves a job application where learners will be told, at the beginning of the year, that there are a number of work/employment opportunities in both company and freelance positions at the end of the year. They must be told at the beginning of the year to allow them maximum time to address the requirements of this project. During the year the learner will then develop a portfolio of evidence to demonstrate that they have attained the necessary skills and knowledge to be in a position to apply for one or more of these job vacancies.

Each learner will be required to:

- ◆ carry out a strengths, weaknesses, opportunities and threats (SWOT) analysis on themselves.
- ◆ map and match their strengths in relation to the opportunities and address weakness issues.
- ◆ identify, from within the mandatory units of their framework, their solution to what is included in their presentation to highlight their abilities and skills to a prospective employer or backer.
- ◆ set goals and targets.
- ◆ time and project manage the project.
- ◆ develop an action plan.
- ◆ participate in a presentation and interview to/with prospective employers/backers.
- ◆ evaluate their planning, development, presentation and interview.

The work necessary to complete this assignment will synthesise knowledge and skills acquired throughout the HN Sound Production Group Award. Learners will identify the requirements of their portfolio and select the elements and components to be included in their presentation and to prepare for the interview. These will employ skills developed through a combination of the mandatory units from this group award. When planning and choosing how to construct their portfolio and what to include in their presentation, learners should ensure that all materials are sufficient to meet all requirements of this graded unit in reflecting the group award as well as the sound production/audio industries, therefore creating a holistic project which is realistic from both perspectives.

Each learner must provide their individual written responses to each of the first two stages of the practical assignment, and assessors must be satisfied that the work has been completed by the individual learner. This should be presented in the form of a structured logbook.

Centres should supplement the written evidence with oral evidence obtained from each learner, which should be recorded on a high quality format and kept as evidence for external verification.

Centres may use the assessment instruments available on SQA's secure website. Alternatively, it is proposed that centres wishing to use their own assessment materials may do so after prior verification of materials.

4 Recommended entry to the qualifications

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.

Learners would benefit from having attained the skills, knowledge and understanding required by one or more of the following or equivalent qualifications and/or experience:

As with all SQA qualifications, access will be at the discretion of the centre offering the group award and the following recommendations are for guidance only.

The following are recommendations regarding minimum levels of interest, skill and competence required by a prospective learner for entry to the HN Group Award:

- ◆ a strong interest in sound production demonstrated by a portfolio or other means
- ◆ applicants should demonstrate ability to SCQF 6 level in Music Technology and/or Mathematics or Physics and SCQF level 6 in English (or a language based subject such as Economics, History or Modern Studies), along with three National 5 passes or equivalent
- ◆ an appropriate programme of study at National Qualification level in Electronics, Music, Media Studies or other relevant technology and/or related areas
- ◆ an existing HNC Group Award
- ◆ qualifications comparable to the above gained from other awarding bodies
- ◆ mature learners may bring other qualities and qualifications, which may be appropriate. Prior or experiential learning may also be considered appropriate in some circumstances

Formal academic achievements will not, in themselves, represent adequate entry criteria. A more accurate prediction of learner attainment may be achieved through appraisal, which includes an element of guidance. This sort of contact will enable an appropriately subtle and realistic assessment of suitability for this group award. For example, an applicant may apply and be interviewed which would allow a greater appreciation of the applicant's interest and previous experience in sound production than may be evident from formal academic achievements.

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 would 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.

Core Skill	Recommended SCQF entry profile	Associated assessment activities
Communication	5	Good communication skills are required for learners undertaking this qualification. Learners will need to read, understand and evaluate a range of documentation in <i>Sound Production: Skills for Business</i> (SCQF level 7), <i>Sound Production: Sound for Live Events</i> (SCQF level 7), <i>Sound Production: Digital Audio Workstations</i> (SCQF levels 7 and 8), <i>Sound Production: Professional Development Project</i> (SCQF level 8) and both graded units. Learners will need to produce written responses to provide project plans and evaluations in a number of units and for the planning and evaluation stages of both graded units. Oral communication skills are required as several units involve working with others. Oral communication skills are required for the presentation in <i>Sound Production: Graded Unit 2</i> (SCQF level 8).
Numeracy	5	Learners will be required to interpret financial data and provide financial projections, particularly in <i>Sound Production: Skills for Business</i> (SCQF level 7) and the <i>Sound Production: Professional Development Project</i> (SCQF level 8) units. Learners will be required to interpret numerical and graphical data, such as equipment specifications, equalisation curves and meter readings across many of the sound production specialist units.
Information and Communication Technology (ICT)	5	Learners will be required to access information while undertaking research for a number of units across the group award including both graded units. Learners will be required to produce information using ICT, for example, project plans, studio floor plans and specifications for sound systems for live events.
Problem Solving	5	Learners will be required to use critical thinking throughout most of the units in this group award. They will also be required to utilise planning and organising skills in most of the units in this group award. They will also be required to review and evaluate work which they have produced, particularly in both graded units, <i>Sound Production: Professional Development Project</i> (SCQF level 8), <i>Sound Production: Spatial Recording and Reproduction</i> (SCQF level 8) and <i>Sound Production: Skills for Mastering and Final Format Production</i> (SCQF level 8).
Working with Others	5	Learners will be required to work collaboratively with others, particularly in <i>Sound for Live Events</i> (SCQF level 7) and <i>Sound Production: Recording and Mixing</i> (SCQF level 7).

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 skills, known as Core Skills through doing this qualification.

5.1 Mapping of qualification aims to units

This section details how the specific, general and other key aims of the qualification map to the mandatory and selected optional units.

General aims of the qualification:

- 1 develop learners' skills as sound engineers/designers, composers/performers or business personnel.
- 2 develop communication and interpersonal skills.
- 3 develop analytical skills.
- 4 develop self-evaluative skills, enabling professional development.
- 5 develop self-presentation skills.
- 6 develop the ability to work independently and as part of a team.
- 7 develop self-assurance and the confidence to perform to potential.
- 8 develop professional attitudes.
- 9 enhance employment prospects and/or facilitate progression to higher education.
- 10 enable progression within the SCQF framework.
- 11 prepare learners for employment and/or self-employment.
- 12 develop self-assurance and confidence and to meet the needs of the labour market.

Specific aims of the qualification:

HNC Sound Production

To develop the following areas of skills and knowledge:

- 13 an ability to develop essential underpinning knowledge in sound production.
- 14 an ability to analyse and synthesise knowledge and skills acquired through study.
- 15 an ability to develop study, organisational and research skills.
- 16 an ability to develop skills in the creative use of sound production technology and applications.
- 17 an ability to integrate sound production skills in practical and/or employability contexts.
- 18 an ability to develop competencies in a range of specialised areas in line with preferred career aims.
- 19 to enable progression to further study in sound production or a related discipline.
- 20 an ability to develop personal skills and follow evolving industry practices.
- 21 an ability to develop critical listening skills.
- 22 an ability to identify and resolve faults in relation to audio systems.

HND Sound Production

To develop the following areas of skills and knowledge:

- 23 an ability to develop breadth and depth of knowledge in sound production.
- 24 an ability to develop proficiency in the creative use of sound production technology and applications.
- 25 an ability to develop critical analysis; to reflect on own practice.
- 26 to enable the adoption of innovative practices and creativity in work and ability to respond quickly to the challenges posed by changes in the audio industry.

Code	Unit title	Aims																									
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Mandatory units																											
J018 34	Sound Production: Audio Skills (SCQF level 7)	•	•	•			•			•	•		•	•		•	•					•	•				
J019 34	Sound Production: Digital Audio Workstations (SCQF level 7)	•		•			•	•		•	•		•	•		•	•		•			•	•				
J010 34	Sound Production: Graded Unit 1 (SCQF level 7)		•	•	•	•	•	•	•	•	•		•		•	•		•		•	•						
J01A 34	Sound Production: Recording and Mixing (SCQF level 7)	•	•	•	•		•	•	•	•	•		•	•		•	•		•			•	•	•			
J01B 34	Sound Production: Skills for Business (SCQF level 7)	•	•		•	•	•	•	•	•	•		•		•	•		•			•						
J01C 34	Sound Production: Sound for Live Events (SCQF level 7)	•	•	•			•	•	•	•	•		•	•		•	•		•			•	•	•			

Code	Unit title	Aims																									
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Mandatory units (cont)																											
J01D 35	Sound Production: Digital Audio Workstations (SCQF level 8)	•		•			•	•		•	•		•	•		•			•	•	•	•	•	•	•		•
J0J1 35	Sound Production: Graded Unit 2 (SCQF level 8)		•	•	•	•	•	•	•	•	•		•		•	•		•		•	•	•			•	•	•
95 E10J	Sound Production: Professional Development Project (SCQF level 8)	•	•	•	•	•	•	•	•	•	•	•		•	•			•	•	•	•			•		•	•
J01F 35	Sound Production: Skills for Mastering and Final Format Production (SQCF level 8)	•		•	•		•	•	•	•	•	•	•		•			•			•	•	•	•	•	•	•
95 G10J	Sound Production: Spatial Recording and Reproduction (SCQF level 8)	•	•	•	•		•	•	•	•	•		•	•		•			•		•	•	•	•	•	•	•

Code	Unit title	Aims																									
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
Optional units																											
J0L7 34	Sound Production: Creative Music Re-mixing (SCQF level 7)	•	•	•			•	•	•	•	•		•	•			•		•			•	•				
J0L8 34	Sound Production: Game Audio (SCQF level 7)	•	•	•			•	•	•	•	•		•	•			•		•			•	•				
J0L9 34	Sound Production: Mixing Project (SCQF level 7)	•	•	•	•		•	•	•	•	•		•	•			•		•			•	•	•			
J0L A 34	Sound Production: Recording Project (SCQF level 7)	•	•	•	•		•	•	•	•	•		•	•			•		•			•	•	•			
J0LB 34	Sound Production: Synthesis and Sampling (SCQF level 7)	•	•	•			•	•	•	•	•		•	•			•		•			•	•				

Code	Unit title	Aims																										
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	
Optional units (cont)																												
J0LF 35	Music Production (SCQF level 8)	•	•	•			•	•	•	•	•		•	•		•			•		•	•	•		•	•	•	
J0LG 35	Sound Production: Acoustics (SCQF level 8)	•	•	•			•	•		•	•		•	•		•			•				•	•		•	•	•
J0LK 35	Sound Production: Foley and Automated Dialogue Replacement (SCQF level 8)	•	•	•			•	•	•	•	•		•	•	•				•		•	•	•	•	•	•	•	•
J0LN 35	Sound Production: Independent Studio Project (SCQF level 8)	•	•	•	•		•	•	•	•	•		•	•	•				•		•	•	•	•	•	•	•	•

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

There are a considerable number of National Occupational Standards (NOS) available as terms of reference for future employees of the sound production industries. The following table shows an example of just some of the NOS and how they map to the HN Group Awards in Sound Production. Most NOS will provide underpinning knowledge and indicate the expectations for both Performance Criteria and Knowledge and Understanding in the workplace. NOS can be found via the NOS UK standards website <http://www.ukstandards.org.uk>

NOS KEY		
Sector Skills Council	NOS	NOS Title
Summit Skills	SUMIMAS54g	Diagnose and correct faults in electro technical systems and equipment (Audio Systems)
Creative and Cultural Skills	CCSMT6	Identify, test and use basic professional audio equipment connections and interfaces
Creative Skillset	SKSJ21	Record audio material
Creative Skillset	SKSRC14v1	Record audio on location and in the studio
Creative and Cultural Skills	CCSMT1	Follow Health and Safety Practices in music and sound industries
Creative and Cultural Skills	CCSMT8	Use essential analogue and digital sound recording skills
Creative and Cultural Skills	CCSMT9	Use essential analogue and digital sound editing techniques
Creative and Cultural Skills	CCSMT12	Create a sample and audio file library – archive digital content
Creative and Cultural Skills	CCSMT7	Use basic functions of MIDI sequencing on professional DAWs
Creative and Cultural Skills	CCSMT37	Set up and use microphones and direct inject (DI) boxes
Creative and Cultural Skills	CCSMT16	Operate analogue and digital equalisation for music and audio industries
Creative and Cultural Skills	CCSMT18	Operate analogue and digital dynamics and effects for music and audio industries
Creative and Cultural Skills	CCSMT20	Carry out advanced studio routing and wiring for music and audio industries — patchbays and tie lines
Creative and Cultural Skills	CCSMT39	Carry out software sound and audio manipulation
Creative and Cultural Skills	CCSMT42	Use audio mix automation and control surfaces
Creative and Cultural Skills	CCSMT25	Develop techniques for mastering and restoring audio using critical listening skills
Creative and Cultural Skills	CCSMT32	Produce surround sound for film and audio
Creative and Cultural Skills	CCSMT29	Evaluate acoustics and sound reinforcement systems
Creative and Cultural Skills	CCSMT36	Cost the design and layout of a recording studio
Creative and Cultural Skills	CCSSL23	Set up and check sound equipment
Creative and Cultural Skills	CCSMR7	Use digital production technology in arranging music
Creative and Cultural Skills	CCSMR15	Use digital production technology in composing music
Creative and Cultural Skills	CCSMT11	Produce audio materials using sampling and synthesis technology for music and sound industries
Creative and Cultural Skills	CCSTP20.4a	Operate sound for a live performance in the theatre

NOS KEY		
Sector Skills Council	NOS	NOS Title
Creative Skillset	SKSS13	Mix sound live
Creative Skillset	SKSPP14	Create sound spot effects and atmosphere
Creative Skillset	SKSPP15	Record and present dialogue
Creative Skillset	SKSPP16	Managing media in post-production
Creative Skillset	SKSPP17	Ingest material for post-production
Creative Skillset	SKSPP19	Deliver finished sound to image
Creative Skillset	SKSS14	Mix recorded sound
Creative and Cultural Skills	CCSMT24	Synchronise audio to visuals and gaming materials
Creative and Cultural Skills	CCSMT33	Carry out studio sound synchronisation for computer games and multimedia
Creative Skillset	SKSRC12	Manage audio material
Creative Skillset	SKSIM16	Create sound effects for interactive media products
Creative Skillset	SKSS16	Make sound recordings
Skills for Justice	SFJEFSM23	Agree project plan to meet specified objectives

Code	Unit title	National Occupational Standard																																						
		SUMIMAS549	CCSMT6	SKSJ21	SKSRC14v1	CCSMT1	CCSMT8	CCSMT9	CCSMT12	CCSMT10	CCSMT7	CCSMT37	CCSMT16	CCSMT18	CCSMT20	CCSMT39	CCSMT42	CCSMT25	CCSMT32	CCSMT29	CCSMT36	SKSS10	CCSSL23	CCSMPT7	CCSMPT15	CCSMT11	CCSTP20.4a	SKSS13	SKSPP14	SKSSPP15	SKSSPP16	SKSSPP17	SKSSPP19	SKSS14	CCSMT24	CCSMT33	SKSRC12	SKSIM16	SKSS16	SFJFSM23
Mandatory units																																								
J018 34	Sound Production: Audio Skills (SCQF level 7)	•	•	•	•																																			
J019 34	Sound Production: Digital Audio Workstations (SCQF level 7)					•	•	•	•	•																														
J0J0 34	Sound Production: Graded Unit 1 (SCQF level 7)																																							
J01A 34	Sound Production: Recording and Mixing (SCQF level 7)					•	•					•	•	•	•																									
J01B 34	Sound Production: Skills for Business (SCQF level 7)																																							
J01C 34	Sound Production: Sound for Live Events (SCQF level 7)																										•	•												
J01D 35	Sound Production: Digital Audio Workstations (SCQF level 8)																																							
J01E 35	Sound Production: Professional Development Project (SCQF level 8)																																							
J01F 35	Sound Production: Skills for Mastering and Final Format Production (SCQF level 8)																																							

Code	Unit title	National Occupational Standard																																														
		SUMM1AS54d	CCSMT6	SKSJ21	SKSRC14v1	CCSMT1	CCSMT8	CCSMT9	CCSMT12	CCSMT10	CCSMT7	CCSMT37	CCSMT16	CCSMT18	CCSMT20	CCSMT39	CCSMT42	CCSMT25	CCSMT32	CCSMT29	CCSMT36	SKSS10	CCSSL23	CCSMPT7	CCSMPT15	CCSMT11	CCSTP20.4a	SKSS13	SKSP14	SKSSPP15	SKSSPP16	SKSSPP17	SKSSPP19	SKSS14	CCSMT24	CCSMT33	SKSRC12	SKSIM16	SKSS16	SEJEF5M23								
Optional units																																																
J0L7 34	Sound Production: Creative Music Re-mixing (SCQF level 7)					•		•			•	•				•																																
J0L8 34	Sound Production: Game Audio (SCQF level 7)																																				•	•	•	•								
J0L9 34	Sound Production: Mixing Project (SCQF level 7)													•		•	•																															
J0LA 34	Sound Production: Recording Project (SCQF level 7)							•	•	•	•																																		•	•		
J0LB 34	Sound Production: Synthesis and Sampling (SCQF level 7)																											•																				
J0LF 35	Music Production (SCQF level 8)																									•	•																					
J0LG 35	Sound Production: Acoustics (SCQF level 8)																					•	•	•	•																							
J0LK 35	Sound Production: Foley and Automated Dialogue Replacement (SCQF level 8)																														•	•	•	•	•	•												
J0LN 35	Sound Production: Independent Studio Project (SCQF level 8)							•	•																																							

5.3 Mapping of Core Skills development opportunities across the qualification(s)

The table below maps Core Skills development opportunities for the mandatory units and selected optional units. Where a Core Skill is marked as 'S', this means the learner will have the opportunity to develop aspects of that Core Skill. Where a Core Skill is marked as 'E', this means this element of the Core Skill is embedded in the unit and the learner will be certificated for this element of the Core Skill at the SCQF level that is indicated within the brackets.

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
Mandatory units													
J018 34	Sound Production: Audio Skills (SCQF level 7)	S	S	S	S	S			S	E(5)	S	S	S
J019 34	Sound Production: Digital Audio Workstations (SCQF level 7)						S		E(5)	E(5)			
J0J0 34	Sound Production: Graded Unit 1 (SCQF level 7)	S	S				S	S	E(5)	E(5)	E(5)		
J01A 34	Sound Production: Recording and Mixing (SCQF level 7)			S			S		E(5)	E(5)		S	
J01B 34	Sound Production: Skills for Business (SCQF level 7)	S	S	S	S	S	S	E(4)	E(5)	S	S	S	S
J01C 34	Sound Production: Sound for Live Events (SCQF level 7)	S	S	S			S	E(5)	E(5)	E(5)		E(5)	E(5)
J01D 35	Sound Production: Digital Audio Workstations (SCQF level 8)	S	S	S			S		E(6)	E(6)	S		
J01E 35	Sound Production: Professional Development Project (SCQF level 8)	S	S	S			S	S	E(6)	E(6)	E(6)		

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
J01F35	Sound Production: Skills for Mastering and Final Format Production (SCQF level 8)		S	S			S		E(6)		S		
J01G35	Sound Production: Spatial Recording and Reproduction (SCQF level 8)	S	S	S		S	S	E(6)	E(6)	E(6)	S	S	S
J0J135	Sound Production: Graded Unit 2 (SCQF level 8)	S	S	S	S	S			E(6)	E(6)	E(6)		
Optional units													
J0L734	Sound Production: Creative Music Re-mixing (SCQF level 7)	S	S	S			S		S				
J0L834	Sound Production: Game Audio (SCQF level 7)		S	S			S		S	S			
J0L934	Sound Production: Mixing Project (SCQF level 7)		S	S			S			S		S	
J0LA34	Sound Production: Recording Project (SCQF level 7)						S		S				

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
Optional units (cont)													
JOLF 35	Music Production (SCQF level 8)	S	S	S			S		S			S	
JOLG 35	Sound Production: Acoustics (SCQF level 8)	S	S	S	S	S	S		S			S	
JOLK 35	Sound Production: Foley and Automated Dialogue Replacement (SCQF level 8)			S					S	S	S	S	
JOLN 35	Sound Production: Independent Studio Project (SCQF level 8)			S			S		S			S	
JOLB 34	Sound Production: Synthesis and Sampling (SCQF level 7)						S	S	S	S	S	S	

5.4 Assessment strategy for the qualifications

All SQA units provide evidence requirements for each of the outcomes within the unit. The evidence requirements are mandatory and subject to SQA and centre quality assurance procedures. This includes both internal and external verification. Some units are designed to be delivered sequentially, some units have outcomes that can be delivered holistically and some outcomes/units can be delivered in an integrated manner. Real life working practices in the sound production industries should be reflected wherever possible in assessment approaches and flexibility in how and when to assess is strongly encouraged. Below is a table containing an overview of evidence types and assessment conditions for the mandatory and selected optional units within the group award.

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Mandatory units				
Sound Production: Audio Skills (SCQF level 7)	Open-book supervised conditions Performance evidence	Open-book supervised conditions Performance evidence	Open-book supervised conditions Product, performance and written and/or oral evidence	Open-book supervised conditions Product and written and/or oral evidence
Sound Production: Digital Audio Workstations 7 (SCQF level 7)	Open-book supervised conditions Performance evidence	Open-book supervised conditions Product and performance evidence	Open-book supervised conditions Product and performance evidence	Open-book supervised conditions Product and performance evidence
Sound Production: Graded Unit 1 (SCQF level 7)	Project based practical assignment across all three stages			
Sound Production: Recording and Mixing (SCQF level 7)	Open-book supervised conditions Product and performance evidence	Open-book supervised conditions Product and performance evidence		
Sound Production: Skills for Business (SCQF level 7)	Open-book Written/oral evidence	Open-book Product evidence	Open-book Product and performance evidence	
Sound Production: Sound for Live Events (SCQF level 7)	Open-book supervised conditions Product evidence	Open-book supervised conditions Performance evidence	Open-book supervised conditions Performance evidence	

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Mandatory units (cont)				
Sound Production: Digital Audio Workstations (SCQF level 8)	Holistic assessment across all four stages Open-book Performance, product and written and/or oral evidence			
Sound Production: Professional Development Project (SCQF level 8)	Open-book Written/oral and product evidence	Open-book Performance and product evidence		Open-book Written/oral evidence
Sound Production: Skills for Mastering and Final Format Production (SCQF level 8)	Open-book Performance and product evidence	Open-book Performance and product evidence	Open-book Product evidence Written/oral evidence	
Sound Production: Spatial Recording and Reproduction (SCQF level 8)	Open-book Product and performance evidence	Open-book Product and performance evidence	Open-book Product evidence	Open-book Product and written/oral evidence
Sound Production: Graded Unit 2 (SCQF level 8)	Project based practical assignment across three stages			
Optional units				
Sound Production: Creative Music Re-mixing (SCQF level 7)	Open-book supervised conditions Written/oral evidence.	Open-book supervised conditions Product and performance evidence	Open-book supervised conditions Product and performance evidence.	Open-book supervised conditions Product evidence
Sound Production: Game Audio (SCQF level 7)	Open-book supervised conditions Product and performance evidence Or Open-book supervised holistic assessment across both outcomes	Open-book supervised conditions Product and performance evidence Or Open-book supervised holistic assessment across both outcomes		

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Optional units (cont)				
Sound Production: Mixing Project (SCQF level 7)	Open-book Written/oral evidence	Open-book Product and performance evidence	Open-book Written/oral and product and performance evidence	
Sound Production: Recording Project (SCQF level 7)	Open-book supervised conditions. Written and/or oral evidence Or open-book supervised holistic assessment across all three outcomes	Open-book supervised conditions. Product and performance evidence Or open-book supervised holistic assessment across all three outcomes	Open-book supervised conditions. Product and performance evidence Or open-book supervised holistic assessment across all three outcomes	
Sound Production: Synthesis and Sampling (SCQF level 7)	Controlled class-room conditions Product evidence Written/oral evidence	Controlled class room conditions Product and performance evidence	Controlled class-room conditions Product and performance evidence	
Music Production (SCQF level 8)	Written/oral evidence Product	Written/oral evidence Product and performance evidence		
Sound Production: Acoustics (SCQF level 8)	Assessment under controlled closed-book conditions	Open-book controlled conditions Assessment	Open-book controlled conditions Assessment	
Sound Production: Automated Dialogue Replacement and Foley (SCQF level 8)	Open-book supervised conditions. Product and performance evidence. Single combined assessment.			
Sound Production: Independent Studio Project (SCQF level 8)	Open-book supervised conditions. Written and/or oral and product and performance evidence. Holistic product assessment.			

6 Guidance on approaches to delivery and assessment

The HN in Sound Production is designed for learners who wish to gain work in the sound production industries. The qualifications equip learners with a range of practical sound production skills combined with knowledge of the sound production industries, current processes and practices and the personal qualities required to secure work in this field.

In the HND, learners can develop more in depth knowledge of practical and creative skills while also undertaking an industry facing professional development project which is designed to enhance the learner's entrepreneurship and employability.

It is envisaged that delivery of the HN should be contextualised within industry as far as possible, to encourage the development of employability and entrepreneurial skills alongside practical skills in sound production. Centres are encouraged to provide opportunities for learning, teaching and assessment on live projects involving internal or external clients. This approach could also provide opportunities for collaborative working within and across departments and involve external commercial, social or community partners.

Centres are encouraged to use a variety of approaches to assessment. Specific assessment approaches may be stipulated by individual units and should be adhered to for the assessment to remain valid. Where a unit allows flexibility in assessment approaches, centres are encouraged to seek prior verification from SQA, particularly if adapting recommended assessment approaches. Some units or combinations of units will afford opportunities for holistic assessment and this approach is encouraged where appropriate.

Using these approaches, on completion of the HN Sound Production qualification, learners will be prepared to enter employment, operate as freelancers or progress to higher education degree programmes.

6.1 Sequencing/integration of units

HNC

The HNC Sound Production consists mainly of mandatory units. Fundamental Skills for Sound Production are covered by the units *Sound Production: Audio Skills* (SCQF level 7) and *Sound Production: Digital Audio Workstations* (SCQF level 7). It is recommended that these units are commenced in the first block/semester of the academic year as they form the building blocks for the units *Sound Production: Recording and Mixing* (SCQF level 7) and *Sound Production: Sound for Live Events* (SCQF level 7).

Sound Production: Skills for Business (SCQF level 7) is designed to give learners a broad understanding of copyright, collection societies, common sound production agreements, using basic financial information and preparing for employment. It is recommended that the knowledge and skills covered in this unit are contextualised and related to the learner's practical sound production activity wherever possible. For example, as learners are creating sound recordings or undertaking sound reinforcement activities, they should be encouraged to think about copyright, contractual and budgetary issues relating to the activity.

As *Sound Production: Graded Unit 1* (SCQF level 7) involves learners planning for, and creating a portfolio of work to demonstrate employability within the industry, it is recommended that this is delivered towards the end of the academic year, after much of the content of the other mandatory units has been delivered and assessed. This will allow the learner to complete a number of practical sound production activities and develop an appreciation of sound production techniques and practices and key related business issues before embarking on the graded unit.

Opportunities exist for unit integration across much of the HNC and ideally, delivery of the HNC will be organised into a series of real life or simulated projects reflecting industry practice which integrate practical sound production activity while contextualising the essential employability and business skills.

HND

Overall, the HND is more flexible in allowing learners and/or centres to tailor the direction of the award by combining the mandatory units with a number of optional units. Mandatory units such as *Sound Production: Digital Audio Workstations* (SCQF level 8) and *Sound Production: Spatial Recording and Reproduction* (SCQF level 8) will advance the learner's fundamental knowledge and skills in sound production beyond the mandatory units of the HNC and the unit *Sound Production: Skills for Mastering and Final Format Production* (SCQF level 8) will equip learners with the knowledge and skills to allow them to output audio to standards and formats required by industry.

It is recommended that *Sound Production: Digital Audio Workstations* (SCQF level 8) and *Sound Production: Spatial Recording and Reproduction* (SCQF level 8) units are commenced in the first block/semester of the second academic year as they cover knowledge and skills that will be relevant to the unit *Sound Production: Skills for Mastering and Final Format Production* (SCQF level 8) and other optional units which the learner may be undertaking.

The unit *Sound Production: Professional Development Project* (SCQF level 8) gives learners the opportunity to plan, develop and implement a market facing sound production project based upon a genuine or simulated opportunity. This allows learners to draw on their practical sound production experience as well as develop their business and industry skills in the development of the project.

Sound Production: Graded Unit 2 (SCQF level 8) involves learners planning for, and creating a portfolio of work before taking part in a presentation and interview to demonstrate employability within the industry. Although planning could take place at an earlier point in the second year, it is recommended that the portfolio submission and presentation and interview are scheduled towards the end of the HND, after much of the content of the other mandatory and optional units have been delivered and assessed. This will allow the learner to complete a wide range of practical sound production and business activities and will allow the learner through the optional units to create examples of material which are relevant to the learner's specialist interests before embarking on *Graded Unit 2*.

Again, opportunities exist for unit integration across much of the HND and ideally, delivery of the HND will be organised into a series of real life or simulated projects reflecting industry practice which integrate practical sound production activity while contextualising employability and business skills.

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.

6.2.1 Articulation and/or progression

There are a number of opportunities to articulate from HN Sound Production into a number of Scottish degree programmes, including:

- ◆ BSc (Hons) Music Technology, University of the West of Scotland
- ◆ BA (Hons) Commercial Music, University of the West of Scotland
- ◆ BA Commercial Sound Production, University of the West of Scotland
- ◆ BA (Hons) Sound Design, Edinburgh Napier University
- ◆ BA (Hons) Sound and Music for Games, Abertay University
- ◆ BSc (Hons) Audio Technology, Glasgow Caledonian University
- ◆ BDes (Hons) Sound for the Moving Image, Glasgow School of Art
- ◆ BSc (Hons) Audio Engineering, Perth UHI

The award is not designed to specifically articulate to any particular degree programme, but there are a number of formal and informal articulation agreements and arrangements between colleges and these universities in place.

6.2.2 Credit transfer

For existing learners undertaking or who have undertaken elements of the previous HNC/HND Group Award in Sound Production, the following credit transfer guidance is provided:

Learners may be given credit transfer between existing HN Units and the new/revised HN Units where there is a broad equivalence between the knowledge, skills and evidence requirements of the existing and new/revised unit (or combinations of units). Learners who are given credit transfer between current units and the new/revised HN Units must still satisfy all other conditions of the award.

The following table outlines credit transfer arrangements for units where such arrangements are possible.

Title old unit	Mandatory (M) or Optional (O)	Credit value	Title new unit	Mandatory (M) or Optional (O)	Credit value	Credit transfer conditions
F506 34 — Sound Production: Graded Unit 1	M	1	J0J0 34 — Sound Production: Graded Unit 1 (SCQF level 7)	M	1	Full transfer
DR2R 35 — Sound Production: Graded Unit 2	M	2	J0J1 35 — Sound Production: Graded Unit 2 (SCQF level 8)	M	2	Full transfer
DJ1W 35 — Acoustics 1	M	1	J0LG 35 — Sound Production: Acoustics (SCQF level 8)	O	1	Full transfer
H1M5 35 — Digital Audio Theory	M	1	J01D 35 — Sound Production: Digital Audio Theory (SCQF level 8)	O	1	Full transfer
H1M4 34 — Digital Audio Workstations 1	M	2	J019 34 — Sound Production: Digital Audio Workstations (SCQF level 7)	M	2	Partial transfer. Learners would be required to provide new evidence for Outcome 2. This could have been evidenced by the successful achievement of Outcome 2 in (DJ22 34) Creative Music Remixing.

Title old unit	Mandatory (M) or Optional (O)	Credit value	Title new unit	Mandatory (M) or Optional (O)	Credit value	Credit transfer conditions
DR0P 34 — Digital Audio Workstations 2	M	2	J01D 35 — Sound Production: Digital Audio Workstations (SCQF level 8)	M	2	Not applicable
DR1K 35 — Sound Production Practice 2	M	1	J01G 35 — Sound Production: Spatial Recording and Reproduction (SCQF level 8)	M	2	Full transfer
DR2P 36 — Music Production	O	1	J0LF 35 — Music Production (SCQF level 8)	O	2	Full transfer
H1LY 34 — Sound Production: Sound Reinforcement 1	O	2	J01C 34 — Sound Production: Sound for Live Events (SCQF level 7)	M	2	Full transfer
H1M0 35 — Sound Production: Sound Reinforcement 2	O	2	J0LR 35 — Sound Production: Sound Reinforcement (SCQF level 8)	O	2	Full transfer
H6M4 35 — Audio Post Production: Automated Dialogue Replacement and Foley for Video	O	2	J0LK 35 — Sound Production: Foley and Automated Dialogue Replacement (SCQF level 8)	O	2	Full transfer
DJ2F 34 — Sound Production: Multitrack Recording	O	2	J01A 34 — Sound Production: Recording and Mixing (SCQF level 7)	O	2	Full transfer
DJ1Y 33 — Audio for Multimedia: An Introduction	O	1	J0L4 33 — Sound Production: Audio for Multimedia (SCQF level 6)	O	1	Full transfer
DR31 34 — Audio for Multimedia	O	2	J0L6 34 — Sound Production: Audio for Multimedia (SCQF level 7)	O	2	Full transfer
DR2X 35 — Advanced Studio Techniques	O	3	J0LN 35 — Sound Production: Independent Studio Project (SCQF level 8)	O	2	Full transfer

Title old unit	Mandatory (M) or Optional (O)	Credit value	Title new unit	Mandatory (M) or Optional (O)	Credit value	Credit transfer conditions
DJ22 34 — Creative Music Remixing	O	2	J0L7 34 — Sound Production: Creative Music Remixing	O	2	Full transfer
DJ36 34 — Sound Production Practice 1	M	1	J018 34 — Sound Production: Audio Skills (SCQF level 7)	M	2	Partial transfer — Evidence requirements for Outcomes 1 and 2 of Sound Production Practice satisfy the evidence requirements for Outcomes 1 and 2 of Sound Production: Audio Skills (SCQF level 7). New evidence would be required for Outcomes 3 and 4.
DJ1X 34 — Audio Electronics 1	O	2	J0L5 34 — Sound Production: Audio Electronics (SCQF level 7)			Partial transfer — new evidence would be required for Outcome 4.
H1M9 34 — Music History 1	O	1	J00X 34 — Music History: Genres, Record Labels and Artists (SCQF level 7)	O	1	Not applicable
DJ2G 34 — Music and Image - Graphics	O	1	J0M0 34 — Music and Image: Graphics (SCQF level 7)	O	1	Full transfer
DJ2H 35 — Music and Image: Video	O	1	J0MG 35 — Music and Image: Video (SCQF level 8)	O	1	Full transfer
DJ2V 34 — Music Law 1	O	1	J013 34 — Music Law (SCQF level 7)			Not applicable
DJ2X 34 — Music Second Study 1: Instrument	O	1	J0MJ 34 — Music Second Study: Instrument (SCQF level 7)	O	1	Not applicable
DR12 35 — Music for the Visual Arts	O	1	J0MS 35 — Music for the Visual Arts (SCQF level 8)	O	1	Full transfer

Title old unit	Mandatory (M) or Optional (O)	Credit value	Title new unit	Mandatory (M) or Optional (O)	Credit value	Credit transfer conditions
FN1A 35 — Music Industry Digital Communication	O	1	J01S 35 — Music: Online Promotion (SCQF level 8)	O	1	Partial transfer for Outcomes 1 and 2 — learners would be required to provide new evidence for Outcome 3.
H1M1 34 — Sound Production Theory 1	M	1	Not applicable			Not applicable — The relevant knowledge and skills in this unit are now evidenced in practical contexts across a number of new and/or revised units in the new group award.
H1M2 35 — Sound Production Theory 2	M	1	Not applicable			Not applicable — The relevant knowledge and skills in this unit are now evidenced in practical contexts across a number of new and/or revised units in the new group award.
DJ21 34 — Creative Industries Infrastructure	M	1	Not applicable			
DJ3A 34 — Working in the Creative Industries	M	1	Not applicable — See Table 2			
DR1J 35 — Sound Production: Management Skills and Legal Issues	M	1	Not applicable			

Table 2

Title new unit	Mandatory (M) or Optional (O)	Credit value	Required outcomes from old units for credit transfer to new unit
Sound Production: Skills for Business (SCQF level 7)	M	1	Partial transfer — Outcome 3 has been achieved from Working in the Creative Industries DJ3A 34, however, new evidence for Outcomes 1 and 2 is required.
Sound Production: Skills for Mastering and Final Format Production (SCQF level 8)	M	2	Not applicable — no equivalent in previous framework
Sound Production: Professional Development Project (SCQF level 8)	M	2	Not applicable — no equivalent in previous framework

6.3 Opportunities for e-assessment

The choice of delivery methods for the units making up the qualifications is particularly important as the units lend themselves to learning and teaching approaches which make it possible for learners to document and present suitable assessment evidence as they work through the units. Learners could, for example, be encouraged to create an e-portfolio, write a blog or maintain a learning journal. They could, as an integral part of the learning and teaching process, be given guidance on how to structure and organise their material so that it is in a form that can be presented for practical purposes.

Hence, in devising suitable delivery methods, it may be helpful to consider that evidence for assessment can be generated in many different ways, including:

- ◆ Use of e-portfolios: Audio and audio/visual work may be embedded or linked to, along with images and screenshots providing a record of processes carried out in the production of the work. E-portfolios can be used to encourage peer review and feedback conversations, maintain learning journals, produce project documentation, record research activities and encourage reflection on learning and assessment.
- ◆ In a similar way, online blogs could be used to embed or link to media files, project documentation, records of research and online presentations.
- ◆ Use of VLEs as course material delivery and assessment hubs.
- ◆ Use of Social Media as discussion forums, documentation of projects, and collaborative discussion and debate.

Methods such as the above link learning and teaching methods directly with the generation of formative and summative assessment evidence in a manner that many learners will be familiar with, and provide convenient access out with formally scheduled teaching time.

As noted above, e-assessment may be particularly appropriate for many elements of these group awards. By e-assessment, we mean assessment which is supported by information and communication technology (ICT), such as the use of e-portfolios or social networking sites.

Centres wishing to use e-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment as specified in the evidence requirements for all units are met, regardless of the mode of gathering evidence. Furthermore, Centres must be able to retain all such e-assessment evidence securely for the period specified by SQA and must be able to retrieve it in the event of External Verification activity.

6.4 Support materials

Assessment Support Packs (ASPs) exist for all mandatory units and some optional units in this revised HNC/HND Group Award. These assessment support packs provide examples of assessment that are valid, reliable and practicable. Centres wishing to develop their own assessments should refer to the ASPs to ensure a comparable standard.

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

6.5 Resource requirements

Centres must be satisfied through their own internal Quality Assurance systems that they are able to deliver the HNC/HND Sound Production Group Award.

Centres seeking to offer the HN Sound Production Group Awards must recognise that sound production is a resource-intensive activity, and that there must be adequate provision of sound production equipment at an appropriate quality threshold in order for learners to learn practical sound production techniques effectively. The ratio of resources to learners must be sufficient for learners to gain ample hands-on experience with sound production equipment.

The units in this award have been purposely designed to avoid reference to specific or proprietary technology that may become outdated during the lifetime of the award. As such, it is expected that centres and centre staff will deliver the qualification referencing and utilising where possible, current and emerging technology, particularly in the areas of real time audio distribution over internet protocols, networked storage of audio and current loudness and metering standards.

It is recommended that delivery staff and assessors have the necessary skills and experience to deliver and assess the mandatory units and the selected optional units in the HNC/HND Sound Production Group Award. Links to the sound production industries are very desirable to ensure that centres understand current working practices, technological developments and trends and are therefore able to deliver relevant tuition to learners.

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)

Graded unit: Graded units assess learners' 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 learners to retain and adapt their skills and knowledge.

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 that 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

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 HNC/HND Sound Production is a largely practical course which takes you through all the key aspects of sound production. This qualification has been developed to provide you with the knowledge and skills to progress to employment within the sound production industries, or to progress to further study. Before starting this course, you should be able to demonstrate a keen interest in sound production.

You will learn about the fundamental techniques and practices of sound production in a practical setting utilising current technology. You will develop the key underpinning knowledge and skills in the connection and configuration of audio systems using common interconnection protocols such as analogue and current digital interfacing techniques. You will develop an ability to understand and appropriately use current standard professional file formats and audio distribution and storage techniques.

In particular you will learn how to make stereo recordings and how to edit and manipulate audio and MIDI in a Digital Audio Workstation. You will learn how to make multitrack recordings and mix-downs in a multitrack studio environment. You will also learn how to configure and operate sound systems for live events. Alongside these key practical skills, you will develop an understanding of copyright, sound production agreements, budgeting, all of which are key skills to prepare you for work or further study within the sound production industries. In the HND, you will develop these knowledge and skills further and learn about sophisticated audio production, editing and manipulation techniques. You will also learn about spatial audio and reproduction and will gain knowledge and skills in preparing audio for delivery to industry standard requirements. In the HND you will also undertake a professional development project which will allow you to develop essential knowledge and skills in bringing a sound production product or service to market.

There is a graded unit in the HNC Sound Production and a further graded unit in the HND Sound Production. In the HNC Graded Unit, you will be required to plan for, and develop a portfolio of sound production work which demonstrates that you have the potential to be employed within an area, or areas of the sound production industries. In the HND Graded Unit, you will be required to respond to an opportunity for employment within a chosen specialist area of the sound production industries. You will respond by planning for the production of a portfolio, and for participation in a presentation and interview to demonstrate that you have developed the necessary knowledge and skills for employment within the chosen specialist area.

In this qualification, assessment is mainly based around practical activity, supplemented by plans, reports, and evaluations where appropriate. You will be assessed largely on how you conduct assessment activities and on the product of the practical activity itself. Assessment will be in a variety of open-book and closed-book controlled conditions.

Throughout the course you will have the opportunity to develop critical listening skills which are essential for those working within the sound production industries. You will also have the opportunity to develop a range of core skills throughout undertaking the qualification. In particular, you will have the opportunity to develop the core skills of: *Communication, ICT, Problem Solving* and *Working with Others*.

On completion of the course, you may wish to progress into relevant work in the sound production industries such as: Sound Engineer (music, broadcast, new media, live sound (conference), Sound Designer (multimedia/TV/film/games), programmer (in the context of music production), and audio technician (broadcast, studio, conferences and events).

Alternatively, you may wish to progress to a university degree programme. At the time of writing there are a number of degree programmes in Sound Production such as:

- ◆ BSc (Hons) Music Technology, University of the West of Scotland
- ◆ BA (Hons) Commercial Music, University of the West of Scotland
- ◆ BA Commercial Sound Production, University of the West of Scotland
- ◆ BA (Hons) Sound Design, Edinburgh Napier University
- ◆ BA (Hons) Sound and Music for Games, Abertay University
- ◆ BSc (Hons) Audio Technology, Glasgow Caledonian University
- ◆ BDes (Hons) Sound for the Moving Image, Glasgow School of Art
- ◆ BSc (Hons) Audio Engineering, Perth UHI