XSQA

Arrangements for:

HNC Audio Visual Technology

Group Award Code: G8WD 15

Validation date: June 2007

and

HND Audio Visual Technology

Group Award Code: G92W 16

Validation date: June 2008

Date of original publication: March 2009

Version: 08 (June 2020)

Acknowledgement

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 candidates for the Unit which has been revised where they are expected to complete the Unit before its finish date.

Version number	Description	Date
08	**Additional Unit: H4A0 34**Preparing for the Workplace (H4A0 34) as an optional unit to the HNC/D framework	19/06/20
07	**Presentation of HND Structure amended.** **Addition of Unit:** FD69 34 Digital Imaging has been added to the HND framework.	08/08/17
06	**Revision of Unit:** DV0M 34 Work Experience has been replaced by HJ4W 34 Work Placement and will finish 31/07/2019 for the HND framework only.	29/03/2017
05	**Revision of Unit:** DK2K 34 Getting Started in Business *has been revised by* H7V4 34 Preparing to Start a Business *and will finish on* 31/07/2016.	22/12/14
04	**Revision to Unit**: DM0T 35 *Audio Post Production: Mixing and Synchronising Audio for Video* revised by H6M5 35 *Audio Post Production for Video*. Finishing 31/07/2015.	04/04/14
03	**Revision of Units:** DW9K 34 *Compositing and Motion Graphics* revised by H4JN 34. DM10 35 *Editing to a Director's Brief* revised by H4JD 35. DM29 35 *Television Directing: Factual Programmes* revised by H4JE 35. DM0V 34 *Creative Industries: An Introduction* revised by H4A1 34. DM22 34 *Camera: An Introduction* revised by H4A3 34. DM11 34 *Lighting: An Introduction* revised by H4A4 34. DM28 34 *Sound Recording: An Introduction* revised by H4A5 34. F45K 34 *Editing: An Introduction* revised by H4A6 34. DM15 34 *Multi-Camera: Camera Techniques* revised by H4AD 34. Finishing 31/07/2015.	17/09/13
02	Revision of Sound Production: Sound Reinforcement 1(DJ38 34) (lapse date 31/07/2012, finish date 31/07/2014). Revision of IT in Business-Desktop Publishing (DE26 34) (lapse date 31/07/2011, finish date 31/07/2013). Revision of Digital Imaging (DV60 34) (lapse date 31/07/2011, finish date 31/07/2013).	24/01/13

Contents

1 Introduction

This is the Arrangements Document for the HNC in Audio Visual Technology, which was validated in June 2007 and the HND in Audio Visual Technology validated in June 2008. This document includes: background information on the development of the Group Award, its aims, guidance on access, details of the Group Award structure, and guidance on delivery.

This revised HND Audio Visual Technology (G92W 16) replaces the predecessor HND Audio Visual Technology (G5GC 16).

The predecessor HND in Audio Visual Technology continued to offer satisfactory provision, but the SQA review process provided a timely opportunity to build on the success.

The HND was originally developed to meet the needs of local and regional independent production houses, who had expressed a need for a broad course designed to satisfy the Audio Visual (AV) sector. This need was further confirmed by the findings of the Scottish Screen Training Party (1992), which identified a shortfall at HN level for vocational training in this area. These needs were set against the background of a changing media landscape reflecting government policies (deregulation) and technological advances. In addition, the award was envisaged as being one which would provide candidates with the skills, knowledge and abilities to construct their own self employed or freelance employment opportunities, being able to provide a wide range of audio visual services to both corporate and private interests.

The founding principles of the award emphasise employability and career progression.

The award attracts a large amount of applicants through progression from NQ courses and candidates either returning to study or continuing from related courses.

2 Rationale for the revision of the Group Awards

Audio Visual Technology is all around us. It is evident in every sector of society — entertainment, corporate, hospitality, sport and leisure, healthcare, education and government. It encompasses recorded media, computer related activities, photo imaging, the design and installation of visuals and sound for 'live' events, presentations and technical support. Audio Visual technology enables projected images and light displays at concerts, sports stadiums and the dynamic studio sets featured daily on our TV screens. Many AV professionals are entrepreneurs who lead their own AV companies, designing and integrating AV technologies into conference rooms, classrooms and live events.

All those currently involved in the field of Audio Visual and the moving image find themselves at the centre of a technological revolution that sees dramatic changes to both tools and processes. The unprecedented convergence of new technologies in the form of web/internet based broadcasting, video enabled mobile phones, and the introduction of wide screen digital TV across Europe and the UK, has placed our discipline at the forefront of change and the forefront of opportunity.

The changes within the Audio Visual industry require individuals to be equally adept in a wide range of areas; from first line maintenance and networking to video production and editing, from graphic and multimedia design to web casting and streaming. The requirements of small businesses, independent production companies, multimedia start-ups, and self employed freelancers, all demonstrate an increasing emphasis on multi-skilling. Additionally, the changing work requirements of larger companies require individuals with experience and knowledge of a wide range of technical, analytical, and interpersonal skills.

Research involving employers and educators, reflected unanimous support for the broad aims of the Group Award and generated further comment on the content and design of the HNC/HND.

The design team held an employer focus group which was supplemented by a series of in depth individual interviews concentrating on key providers of Audio Visual services. The questions posed by individual panel members were the catalyst for the Phase 2 research.

Consultations and research enabled the Qualification Design Team to achieve clarity and focus regarding the overall framework design and clearly distinguish the HND from that of the HNC.

Central to this rationale is that the HND will:

♦ enhance articulation to Year 2 or 3 of relevant Degree courses
♦ improve employment opportunities within technical jobs
♦ provide fast track career opportunities within employment
♦ provide specialist clusters related to job specifications

To facilitate specialisms, the revised HND framework includes job related clusters which allow candidates to broaden and deepen skills and knowledge gained in Year 1 — in tandem with individual career aspirations. The decision to include clusters as part of the framework reflects the desire to see flexibility within the revised HND. Individual employers were keen to ensure access to employees who are multi-skilled, adaptable and able to respond to individual employer needs.

These conflicting desires (ie specialisation and flexibility) could be viewed either as a strength or weakness. The Qualification Development Teams interpretation and response was to reshape both the content and framework to achieve an 'optimum' design with employability at its core. This revised HNC/HND award design ensures a robust, sustainable and viable revised Group Award which satisfies all stakeholders consulted.

Given the prognosis above, several key factors linked to industry growth and developments have shaped the revision:

♦ to provide a course fit for purpose within Audio Visual Education in Scotland
♦ the general SQA review and subsequent new design rules
♦ increasing technological advances
♦ the increasing convergence between computer and digital technology, telecommunications and content creation
♦ changing employment patterns and skills gaps

- ♦ the resulting need for multi-skilled workers who are willing to take on a diverse range of tasks
- ♦ the fragmentation of and move towards multiple platform distribution methods within the Communications Industry

How have we responded?

The revised HNC and HND Audio Visual Technology:

- ♦ conform to the new design rules
- ♦ are based on the results of extensive research
- ♦ are endorsed by local practitioners, industry bodies and HE
- ♦ provide a distinct vocational programme designed to keep pace with the needs of the wider audio visual industry
- ♦ align with National Occupational Standards
- ♦ facilitate technological advancements within individual Units
- ♦ have 'built in' employability based on industry consultation
- ♦ use holistic and project based learning and teaching to more accurately reflect working practice
- ♦ take place in an environment that acknowledges and supports blended learning
- ♦ reduce assessment load through integration
- ♦ encourage the acquisition and use of transferable skills

Market research

Phase 1 research shaped the design and content of the overall HNC/HND award and was based on extensive consultation with local/national Small and Medium Enterprises (SMEs) and organisations.

Research strategy

Phase 1

During the consultation phase, analysis of secondary research in the labour market was carried out. In particular this focused on work force surveys, forecasts and strategies produced by Skill Set and Future Skills Scotland. This was supplemented by attendance at Industry Events, training courses (local and national) and seminars. Our findings confirmed and informed our rationale, namely, that the AV Industry is set to become one of the most important employment sectors of the future.

Initial feedback received from industry partners supported the findings of the Skillset census in terms of the overall distribution pattern of different specialist areas and, also in terms of the requirement for a multi-skilled and flexible workforce which is adaptable and experienced in a broad range of audio visual technologies.

Research confirmed a considerable demand existed for the revised HNC/HND award, and that the revised content and structure adequately meets the current and future needs of employers, freelancers and HE.

During the consultation phase, with the exclusive access to combined expertise and advice of industry professionals and academics, the original proposal was adapted. As a result, the content and durability of the revised framework is now more robust.

Methods

Stakeholder	Method of consultation
Employers	Bespoke questionnaires — postal and electronic versions sent June 2006 Follow up questionnaires sent Follow up phone calls One to one interviews/targeted consultations Follow up survey to key individuals once the draft structure was made available Endorsements by local providers
Employees	One to one consultation Targeted research undertaken on current job descriptions/ skills required and terminology used.
Freelance Professionals	One to one consultation with freelancers In depth consultation with employers of freelancers
Higher Education	Visit to centres and consultation with named individuals Tracking candidates exit destinations Articulation consultation in progress Letters of support
Industry Bodies	Skillset Scottish Screen Bectu IVCA ISTC Creative Scotland Careers Scotland Futureskills Scotland Scottish Enterprise
Candidates	Postal survey of former candidates Targeted consultation with freelancing ex-candidates Focus group/peer review with current candidates Focus group with ex candidates
Current staff	Online discussion group Regular meetings

Phase 2

The follow up consultation phase (carried out between August 2007 and March 2008) provided supplementary information necessary to construct the Year 2 framework.

The second research stage was specifically targeted at the content and structure of the HND award.

The research brief was designed to address the following issues, to:

♦ clarify the unique nature of the HNC and HND awards
♦ differentiate progression opportunities between levels in preparation for employment or further study
♦ specify the unique benefits of YR2 to employers/HE
♦ establish the need for/identification of specialist clusters within the framework

Stakeholder	Method of consultation
Employers	Focus Group — Business Breakfast Follow up paperwork sent Follow up phone calls One to one interviews/targeted consultations Follow up survey to key individuals once the draft structure was made available Endorsements by local providers
Employees	One to one consultation Targeted research undertaken on current job descriptions/skills required and terminology used.
Freelance Professionals	In depth consultation with employers of freelancers
Higher Education	Visit to centres and consultation with named individuals Tracking candidates exit destinations (07 Graduates) Articulation consultation in progress (RSAMD/West of Scotland Universities) Letters of support
Industry Bodies	Skillset Scottish Screen Bectu IVCA Creative Scotland Careers Scotland Futureskills Scotland Scottish Enterprise
Current staff	Regular meetings One to one in depth consultation with in-house specialists

Key changes made in response to consultation:

♦ Three Specialist Clusters have been identified and included within the framework: (Multi Media/Production and Audio Visual Integration)

♦ The following new Units have been added to the revised framework:

Unit		Purpose
DR1N 34	Stage Lighting Systems 1	To cover the need specified for stage lighting and basic electrical circuits
DH2W 35	Computer Hardware: Building a Network PC	This Unit was included as part of the Audio Visual Integration cluster
DC9H 35	Advanced PC Faultfinding	This Unit was added as an optional Unit on the advice of AV employers
DR30 35	Audio Electronics 2	This Unit was added as an optional Unit on the advice of AV employers.
D7XN 35	Audio Visual Presentation 2: Creating Audio and AV programmes	This Unit was included as part of the Audio Visual Integration cluster
DM0V 34	Creative Industries: An Introduction	This was seen as a useful addition by HE representatives

The Unit *Getting Started in Business* has been dropped from the mandatory framework.

Graded Units remain project based.

A desirable and balanced Skillset as requested by employers and HE has been set.

Summary

A period of reflection and further market research has allowed the Qualification Design Team to reappraise the aims and framework content of the award.

The HND award is distinguishable from an HNC in terms of:

♦ the depth of competencies that a candidate can achieve
♦ increased knowledge of the scope, defining features and specialisms relevant to current AVT practice
♦ development of a range of specialist technical and creative skills relating to the contemporary AV industry
♦ a working knowledge of business and management issues in the AV industry
♦ the likely entry point to employment. (HNC candidates may enter at a lower level than HND candidates) The entry point for an HND candidate may be at a more enhanced level with accelerated promotion prospects
♦ level of entry to further academic or professional qualifications. Successful HND candidates are able to take advantage of enhanced articulation to Year 2 or 3 of a degree programme
♦ level of awareness of professional, legal and ethical issues and their implications for the industry
♦ progressing personal employability skills in dealing effectively and professionally with clients and organisations

Summary of changes from previous awards

- ♦ The introduction of the Scottish Credit and Qualifications Framework (SCQF). Each Unit that is included in the qualification has been leveled against the SCQF Framework. This leveling process ensures that the Units within the qualifications, that are at the same level, are broadly comparable in terms of the general level and difficulty. Early consultation feedback highlighted the importance of developing practical skills and applied knowledge, when reviewing the Units in the practical areas careful consideration was given to how practical skills would be developed at an advanced level.

- ♦ The introduction of Graded Units. Candidates have to achieve a one credit Graded Unit to gain HNC or first year of an HND and a two credit Graded Unit in the second year of and HND. The Graded Unit will assess the application of knowledge and skills in the planning and evaluation of a given task.

- ♦ 10 Units in total (including the Graded Unit) were created/revised for the development of these awards. Some Units have been amalgamated to reduce the overlap of content or assessments between single current Units.

- ♦ Specialist clusters have been included to facilitate the area required since the broad spectrum of specialisation required by the AV industry.

3 Aims of the Group Award

HNC Audio Visual Technology

The aims of the HNC Group Award has been divided into general aims and subject related (specific) aims.

3.1 General aims of the Group Award

1 Enable progression/transition within the SCQF framework.
2 Develop the candidates' ability to take responsibility for their own learning and personal effectiveness.
3 Develop study and research skills.
4 Develop the ability to be flexible and work cooperatively with others.
5 Introduce skills in Information Communications Technology
6 Introduce visual literacy and an understanding of creative processes.
7 Prioritise and promote safe working practice to meet industry standards.
8 Introduce employability skills and enhance candidates' employment prospects.

3.1.2 Specific aims of the Group Award

9 To prepare candidates for employment within the audio visual and related industries at an entry level.
10 To introduce technical knowledge and key skills required for the contemporary AV industry.
11 To introduce knowledge of the institution, context and working practices of the AV industry.
12 Prepare candidates for progression to further studies in AV or related disciplines.

HND Audio Visual Technology

The aims of the HND Group Award has been divided into general aims and subject related (specific) aims.

3.2 General aims of the award

13 Enable progression/transition within the SCQF framework.
14 Develop transferable and Core Skills to the level demanded by employment and Higher Education.
15 Develop the candidates ability to exercise autonomy and initiative for their own learning and personal effectiveness.
16 Develop the ability to be flexible and work cooperatively with others in tandem with current professional practice.
17 Meet current and future skill needs of the industry by providing candidates who are able to respond to and take account of new opportunities and developments.
18 Develop a high level of skills and competencies in Information Communications Technology
19 Prioritise and promote safe working practice to meet industry standards.
20 Encourage enterprise, innovation and entrepreneurial skills required by SMEs.

3.2.1 Specific aims of the award

21 Develop a high level of knowledge of converging AV and IT technologies.
22 Develop advanced skills and competencies in specialist AV skills.
23 Allow for the development of individual specialisation in key areas (clusters).
24 Develop advanced knowledge of AV systems and installations.
25 Develop skills in first line maintenance and fault diagnosis.
26 Develop a high level of skills and competencies in specialist AV digital content.
27 Develop the ability to critically analyse and evaluate complex information and apply creative solutions.
28 Develop and maximise employability skills.
29 Provide a Skillset designed to keep pace with the changing nature of technology focused jobs and related creative disciplines.

See Appendix 3 for a mapping to the Units.

3.3 Target groups

The existing HND Audio Visual Technology award attracts a wide range of applicants from a variety of backgrounds with differing levels of experience. Many of the applicants are individuals with relevant employment experience or prior experiential learning. In these cases reference is also made to national guidelines on social inclusion and wider access taking into account applicants' life skills and potential ability.

To summarise, the Group Award attracts the following candidate groups:

♦ School leavers
♦ Candidates progressing from internal and external feeder courses
♦ Adult returners to education
♦ Candidates in employment who wish to enhance their career prospects
♦ Candidates who wish to gain qualifications allowing them to freelance

Historically there has been a gender imbalance within the Audio Visual workforce; currently females represent 38% of the workforce within this sector.

The course continues to attract a large amount of applicants through internal progression from NQ courses and external applicants either returning to study or continuing from related courses at other institutions.

3.4　Employment opportunities

Entry to employment for HND graduates will normally be above that of candidates exiting with an HNC award. Further difference is to be expected in terms of responsibility, remit and remuneration. An HND graduate is likely to fast track to promoted posts.

Currently graduates may be employed within a wide variety of areas within the AV industry including:

AV technology management within education, entertainment, sport, corporate, community and government sectors. Providing support and technical services within an organisation.

Production Studios and Facilities houses supporting the technical needs of the broadcast, corporate and advertising sector.

Rental and Staging companies providing the equipment and technology required for events such as corporate conferences and live concerts. Creative design of sound systems and projection systems associated with conferences and live events.

Presentation Professionals and multi media experts designing presentations and presentation systems for the corporate and communications industry.

AV Dealers located in local or regional companies who exhibit, sell and rent equipment to the corporate, broadcast, education, entertainment and government sectors. Part of their service may also include training and product support.

Freelance

The Audio Visual Industry has many freelancers who take on a variety of work for both individual clients and for larger employers when required.

It should be noted that job titles and responsibilities relating to these vary according to the individual organisation.

The HNC will prepare candidates for entry level employment with a variety of positions, examples of which include:

♦ Audio Visual Assistant working within Facilities Houses, AV presentation Companies, Corporate Organisations, Community Sector, Entertainment Industry, Education and Government
♦ Camera Assistant
♦ Lighting Assistant
♦ Runner within a facilities company
♦ Satellite/Cable Operations Assistant
♦ Sound Assistant
♦ VT Operator

The HND will prepare candidates for entry to a wide range of positions. The specialist technical and vocational content covered during both years of this award provide candidates with the Skillset necessary to gain employment or begin a freelance career. Examples of career paths include the following:

♦ AV Technician working within Facilities Houses, AV presentation Companies, Corporate Organisation. Community Sector, Entertainment Industry, Education and Government.
♦ Camera Operator
♦ Digital Compositor
♦ Hires Coordinator
♦ Internet Video/Audio Technician
♦ Lighting Hire Technician
♦ Presentations Consultant
♦ Production Coordinator
♦ Sales Audio Visual Equipment
♦ Technical Operator
♦ Video Editor

4　Access to awards

As with all SQA qualifications, access to the awards will be at the discretion of the centre.

The following recommendations are for guidance only.

Formal qualifications

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

♦ Any relevant National courses at SCQF level 5 or 6 together with 3 Standard Grade passes at SCQF level 4 or above, preferably English and Physics.
♦ An SVQ level 2 or 3 in a relevant area such as technical operations, interactive media or sound.
♦ Different combinations of relevant National Qualifications, Vocational Qualifications and equivalent qualifications from other awarding bodies at SCQF level 5 or 6 may also be acceptable. Relevant areas would include Broadcast, Media Technology, Multi Media or Media and Communication.
♦ Candidates with suitable relevant work experience may be accepted without formal qualifications provided the enrolling centre believes that the candidate is likely to benefit from undertaking the award. Centres may wish to use Core Skill profiling to assist them in this process.
♦ Newly validated HNC forms YR1 of this new proposed HND. Therefore candidates who achieve the required 12 Units in the framework (96 SCQF Unit credit points) will be eligible for award of HNC AVT should they choose to exit at this point or may progress onto the HND. Those aiming to progress to Year 2 of the HND award ideally require 15 Units (120 SCQF Unit credit points). Credit transfer arrangements may be considered for those with equivalent alternative qualifications.

Overseas candidates

Direct entry is also possible for candidates applying with equivalent qualifications from other countries, providing competencies can be identified and are appropriate International and European candidates are encouraged and contribute much towards the course in terms of culture and diversity.

Where English is not the first language of the candidate it is recommended that they possess English for Speakers of Other Languages at an appropriate level. This is normally assessed using IELTS, an international English language test. The test grades language ability on a scale of 1–10. For the purpose of the HND Audio Visual Technology award an entry score of 5.5 or above would be acceptable.

Recommended Core Skills entry level

The recommended Core Skills entry level for the HNC/HND Audio Visual Technology awards are as follows:

Communication	(SCQF level 5)
Numeracy	(SCQF level 5)
Problem Solving	(SCQF level 5)
Information and Communication Technology	(SCQF level 5)
Working with Others	(SCQF level 5)

This level has been adopted as it allows candidates from a wide range of backgrounds to access the award. It is recognised that not all candidates accessing this award will have a certified Core Skills profile, particularly candidates/returners to work and education.

Part-time candidates

The HND Audio Visual Technology award has always facilitated access for part time candidates as a mutual agreement with local SMEs to provide accredited staff training for their employees.

The revised award will continue to provide for local niche markets. Opportunities for part time candidates remain and contribute to the life long learning and social inclusion agendas.

Specialist Clusters developed for the proposed HND Audio Visual Technology award may be exploited by employers to provide PDA opportunities for their workforce. This enhances the role the proposed award could play within life long learning in the Audio Visual Industry.

Example of part time provision

Individualised programmes for candidates already in full time employment. Credits are normally built up over a 3–4 year period leading to a Group Award at HND level. This is usually on an in fill basis to full time day classes. It is policy to liaise closely with employers to facilitate optimum learning and teaching opportunities.

Part time candidates can also progress to University study either on a full or part time basis. Entry will be at the discretion of the receiving institute.

5 Group Awards structure

5.1 Framework

HNC Audio Visual Technology

For a candidate to achieve the HNC in Audio Visual Technology, they must attain a all of the mandatory Units (80 SCQF credit points/10 SQA credits) including one Graded Unit at SCQF level 7, and 16 SCQF credit points/2 SQA credits worth of optional Units.

Mandatory

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Audio Visual: Introduction to Audio Visual Technology	F1TK 34	8	7	1
Editing: an Introduction*	H4A6 34	8	7	1
Camera: An Introduction*	H4A3 34	8	7	1
Audio Visual Presentation 1: Introducing Audio Visual Presentation	DH4D 34	8	7	1
Audio Visual: Multimedia Digital Slide Production	F1TL 34	8	7	1
Audio Visual Technology: Graded Unit 1	F37J 34	8	7	1
Sound Production: Sound Reinforcement 1*	H1LY 34	16	7	2
Lighting: An Introduction*	H4A4 34	8	7	1
Sound Recording: An Introduction*	H4A5 34	8	7	1

Candidates must also achieve 16 SCQF credit points/2 SQA credits from the following optional Units.

*Refer to history of changes for revision details

Optional

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Audio Post Production for Video	H6M5 35*	16	8	2
*IT in business — Desk Top Publishing	FG67 34	8	7	1
*Digital Imaging	FD69 34	8	7	1
Animation for the Audio Visual Industries	F1TG 34	8	7	1
Advanced Bitmap Graphics for Creative Multimedia Design	DE2P 35	16	8	2
Compositing and Motion Graphics*	H4JN 34	8	7	1
Compositing and Motion Graphics Advanced	F1TF 35	8	8	1
Multi-Camera: Camera Techniques*	H4AD 34	8	7	1
Multi-Camera Production: Support Roles	DM25 34	8	7	1
Multi-Camera: Vision Mixing	DM26 35	8	8	1
News Gathering	F1TM 35	8	8	1
Audio Visual: Social Videography	F1TE 34	8	7	1
Multimedia Computing: Multimedia Technology	DF68 34	8	7	1
Web Design Project	DX5R 35	16	8	2
*Creating a Culture of Customer Care	H1F0 34	8	7	1
Working in the Creative Industries	DJ3A 34	8	7	1
Editing: Own Programme	F45L 35	16	8	2
Editing to a Directors Brief*	H4JD 35	16	7	2
Photography: An Introduction	DW6C 34	8	7	1
Radio: Technical Operations, Recording and Editing*	H9DM 34	8	8	1
Television Directing: Factual Programmes*	H4JE 35	16	8	2
Preparing for the Workplace*	H4A0 34	8	7	1

*Refer to history of changes for revision details

HND Audio Visual Technology

For a candidate to achieve the HND in Audio Visual Technology, they must attain a total of 240 SCQF credit points/30 SQA credits (of which 64 SCQF credit points/8 SQA credits must be at SCQF level 8). Candidates **must** achieve:

♦ **all** of the mandatory Units (136 SCQF credit points/17 SQA credits), including one Graded Unit at SCQF level 7 (8 SCQF credit points/1 SQA credit), and one Graded Unit at SCQF level 8 (16 SCQF credit points/2 SQA credits).
♦ 24 SCQF credit points/3 SQA credit from one of the clusters in restricted option Group A.
♦ At least 16 SCQF credit points/2 SQA credits from restricted option Group B. The credits gained must be for Units that have not been chosen from restricted option Group A.
♦ A maximum of 64 SCQF credit points/8 SQA credits from the list of optional Units in Group C.

Please note: The mandatory section only contains 24 SCQF credit points/3 SQA credits at SCQF level 8. Candidates are therefore required to gain a further 40 SCQF credit points/5 SQA credits at SCQF level 8 to meet the design principles and gain the Group Award.

Mandatory

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Audio Visual: Introduction to Audio Visual Technology	F1TK 34	8	7	1
Editing: An Introduction*	H4A6 34	8	7	1
Camera: An Introduction*	H4A3 34	8	7	1
Audio Visual Presentation 1: Introducing Audio Visual Presentation	DH4D 34	8	7	1
Audio Visual: Multimedia Digital Slide Production	F1TL 34	8	7	1
Audio Visual Technology: Graded Unit 1	F37J 34	8	7	1
*Sound Production: Sound Reinforcement 1	H1LY 34	16	7	2
Audio Visual Technology: Graded Unit 2	F4SD 35	16	8	2
Work Placement	HJ4W 34*	8	7	1
Audio Visual Systems	F1TH 35	8	8	1
Audio Visual Digital Content Delivery and Formats	F1TJ 34	8	7	1
Lighting: An Introduction*	H4A4 34	8	7	1
Sound Production: Multi-track Recording	DJ2F 34	16	7	2
Sound Recording: An Introduction*	H4A5 34	8	7	1

*Refer to history of changes for revision details

Restricted Option Group A				
Candidates must take all 24 SCQF credit points/3 SQA credit points from either Cluster 1, or Cluster 2 or Cluster 3				
Unit title	**Code**	**SCQF credit points**	**SCQF level**	**SQA credit value**
Cluster 1 **Multi Media**				
Compositing and Motion Graphics Advanced	F1TF 35	8	8	1
Web Design Project	DX5R 35	16	8	2
Cluster 2 **Production**				
News Gathering	F1TM 35	8	8	1
Editing to a Directors Brief*	H4JD 35	16	8	2
Cluster 3 **Audio Visual Integration**				
Computer Hardware: Building a Network PC	DH2W 35	8	8	1
Audio Visual Presentation 2: Creating Audio and Audio Visual Programmes	D7XN 35	16	8	2
Restricted option Group B				
Candidates must take at least 16 SCQF credit points/2 SQA credits from this group. Candidates can select up to 80 SCQF credits/10 SQA credits from this group. The credits gained must be for units that have not been chosen from the restricted option Group A above				
Audio Post Production Audio for Video	H6M5 35*	16	8	2
Advanced Bitmap Graphics for Creative Multimedia Design	DE2P 35	16	8	2
Compositing and Motion Graphics Advanced	F1TF 35	8	8	1
Multi Camera: Vision Mixing	DM26 35	8	8	1
News Gathering	F1TM 35	8	8	1
Web Design Project	DX5R 35	16	8	2
Editing: Own Programme	F45L 35	16	8	2
Editing to a Directors Brief*	H4JD 35	16	8	2
Television: Directing: Factual Programmes*	H4JE 35	16	8	2
Audio Visual Presentation 2: Creating Audio and Audio Visual Programmes	D7XN 35	16	8	2
Advanced PC Faultfinding	DC9H 35	16	8	2
Audio Electronics 2	DR30 35	16	8	2
Computer Hardware: Building a Network PC	DH2W 35	8	8	1
Preparing for the Workplace*	H4A0 34	8	7	1

*Refer to history of changes for revision details

Optional Units Group C				
Candidates can select up to 64 SCQF credit points/8 SQA credits from this group				
Unit title	**Code**	**SCQF credit points**	**SCQF level**	**SQA credit value**
Stage Lighting Systems 1	DR1N 34	8	7	1
IT in Business — Desktop Publishing*	FG67 34	8	7	1
Animation for the Audio Visual Industries	F1TG 34	8	7	1
Compositing and Motion Graphics	DW9K 34	8	7	1
Multi Camera: Camera Techniques	DM15 34	8	7	1
Multi Camera Production: Support Roles	DM25 34	8	7	1
Audio Visual: Social Videography	F1TE 34	8	7	1
Multimedia Computing: Multimedia Technology	DF68 34	8	7	1
Preparing to Start a Business*	H7VA 34	8	7	1
Creating a Culture of Customer Care*	H1F0 34	8	7	1
Working in the Creative Industries	DJ3A 34	8	7	1
Creative Industries: An Introduction*	H4A1 34	8	7	1
Photography: An Introduction	DW6C 34	8	7	1
Radio: Technical Operations, Recording and Editing	H9DM 34	8	8	1
Work Role Effectiveness	DG6E 34	24	7	3
Work Role Effectiveness	DG6G 35	24	8	3
Digital Imaging*	FD69 34	8	7	1

*Refer to History of Changes for revision changes

Guidance on specialist clusters

The Unit credit value of the clusters ensures that the inclusion of options and choices in Year 2 still allows for this element of flexibility to be maintained.

The table below illustrates how individual candidates may customise sections C and D of the framework to augment their chosen specialist clusters. Centres offering this award may wish to guide candidates by providing a similar table.

Multi Media	Production	AV Integration
17 Mandatory Units	**17 Mandatory Units**	**17 Mandatory Units**
Specialist cluster	**Specialist cluster**	**Specialist cluster**
F1TF 35 Compositing and Motion Graphics Advanced	F1TM 35 News Gathering	DH2W 35 Computer Hardware: Building a Network PC
DX5R 35 Web Design Project	H4JD 35 Editing to a Directors Brief	D7XN 35 Audio Visual Presentation 2: Creating Audio and Audio Visual Programmes
Recommended Options Section C	**Recommended Options Section C**	**Recommended Options Section C**
DE2P 35 Advanced Bitmap Graphics for Multimedia Design	H4JE 35 Television: Directing: Factual Programmes	DC9H 35 Advanced PC Faultfinding
Recommended Options Section D	**Recommended Options Section D**	**Recommended Options Section D**
DF68 34 Multimedia Computing: Multimedia Technology	F1TE 34 Audio Visual: Social Videography	DW6C 34 Photography: An Introduction
F1TG 34 Animation for the Audio Visual Industries	F45L 35 Editing: Own Programme	DR1N 34 Stage Lighting Systems 1

Graded Units

The purpose of the Graded Units throughout the qualification is to assess the candidate's ability to integrate and apply the knowledge and/or skills gained in the individual Units in order to demonstrate that they have achieved the principal aims of the qualification.

A project based Graded Unit will assess the application of knowledge and skills in the planning, development and evaluation of a given task, while an examination assesses theoretical knowledge and understanding under invigilated conditions.

A project rather than examination was chosen for the Graded Units for the HND. It was felt that the project would be a better preparation for the candidates' progression to employment or relevant HE courses and more in keeping with the general and specific aims of the award. Project based assessment was also overwhelmingly endorsed as the preferred method of assessment by Industry partners and by previous candidates in the consultation stage of the award's development.

Core Skills

Core Skills are signposted within the context of each Unit allowing the candidates the opportunity to achieve a higher level of competence in the areas of *Communication, Numeracy, ICT, Problem Solving* and *Working with Others*. These will be contextualised within their subject specialism.

Improving Core Skills ability is essential to ensure candidates are fully prepared for progression into HE or employment

Recommended Core Skills exit profile for HNC level

Core Skill	SCQF level
Communication	(SCQF level 5)
Information and Communication Technology	(SCQF level 5)
Numeracy	(SCQF level 5)
Problem Solving	(SCQF level 5)
Working with Others	(SCQF level 5)

Recommended Core Skills exit profile for HND level

Core Skill	SCQF level
Communication	(SCQF level 6)
Information and Communication Technology	(SCQF level 6)
Numeracy	(SCQF level 6)
Problem Solving	(SCQF level 6)
Working with Others	(SCQF level 6)

5.2 Mapping information

The Units within the HNC/HND Audio Visual Technology framework were developed in consultation with National Occupational Standards. The main occupational group related to this vocational Award is Broadcast Media Technology. The broad specialist nature of the Audio Visual sector required consultation with NOS from Camera, Lighting Animation, Multi Media, Computer Gaming and other occupational groupings developed by the Sector Skills Council for Creative Media (Skillset). (See Appendix 2).

5.3 Articulation, professional recognition and credit transfer

During the research phase for the HNC/HND in Audio Visual Technology awards Universities offering related courses were contacted and invited to respond to the proposed frameworks. Based upon their replies the **HND** Audio Visual Technology award can facilitate articulation into the following degree programmes.

University	Course	Year of entry
Abertay, Dundee	BA Interactive Media: Television BA in Multimedia Design BA in Creative Sound Production	3 3 3 (dependent on experience)
Derby	BSc (Hons) Sound, Light and Live Event Technology	2
Napier	BA Film, Photography and Imaging BSc(Hons) Multimedia Technology	(dependent on the individual applicant) 3
University of the West of Scotland	BSc Multimedia Technology. BSc Multimedia Technology with Hons.	3
RSAMD, Glasgow Salford	BA(Hons) Digital Film & Television BSc audio technology BSc sound and video technology.	3rd Year equivalent of this specialised degree course 2/3

Progression from HNC to HND

The newly validated HNC forms the first year of the HND. Therefore candidates who achieve the required 12 Units in the HNC framework (96 SCQF Unit credit points) will be eligible for award of HNC AVT should they choose to exit at this point or may progress onto the HND. Those aiming to progress to Year 2 of the HND award ideally require 15 Units (120 SCQF Unit credit points). Credit transfer arrangements may be considered for those with equivalent alternative qualifications.

Credit transfer

Candidates may be given credit transfer between HN Units (developed using 1988 design principles) and the revised HN Units (developed using 2003 design principles). There is no transition framework for the HND Audio Visual Technology but candidates can be given credit transfer for individual Units.

Credit transfer can be given where there is broad equivalence between the subject related content of the Unit or combination of Units. Candidates who are given credit transfer between predecessor Units and revised HN Units must still satisfy all other conditions of the revised HNC Audio Visual Technology and HND in Audio Visual Technology, including the mandatory Units, Graded Units, optional Units and the correct number of credits at the correct SCQF level.

The table below details where credit transfer can be given between predecessor Units and revised Units. These have been agreed by the External Verifier.

Predecessor Unit	Unit code	Revised Unit	Unit code	Credit transfer conditions
Television: Origination Camera Operation	D4N9 04	Camera: An Introduction	H4A3 34	Full credit transfer
Television Origination Lighting Principles and Basic Practice	D4NA 04	Lighting: An Introduction	DM11 34	Full credit transfer
Television Origination: Non linear Editing 1: Basic Skills	D4NX 04	Editing: An Introduction	F45K 34	Full credit transfer
Audio Visual: Professional Presentation	D2VG 04	Audio Visual Presentation 1: Introducing Audio Visual Presentation	DH4D 34	Full credit transfer
Animation for Television	A56M 04	Animation for the Audio Visual Industries	F1TG 34	Full credit transfer
Audio Visual: Social Videography	D2VJ 04	Audio Visual: Social Videography	F1TE 34	Full credit transfer
Audio Visual: Multi Media Production	DC69 04	Audio Visual: Multi Media Digital Slide Production	F1TL34	Full credit transfer

6   Approaches to delivery and assessment

These specialist HNC and HND awards in Audio Visual Technology are designed to be of value to candidates hoping to access employment or progress to advanced study in this area.

The mandatory sections in first and second year develop in depth knowledge and a high level of practical skills underpinning theory, project management and use of technology.

Optional Units are designed to build on and further develop creative and technical skills from a range of disciplines. The overall framework of the revised awards centre on the ethos of 'employability'. Specific clusters have been included within the HND to facilitate the broad spectrum of specialisations required by the AV industry this also allows individual centres to cater for local demographics needs.

Although the Units in the HND are designed to be delivered as part of the Group Award it is possible for them to be delivered as stand-alone Units.

A combination of delivery modes is possible. For example, candidates may want to study a combination of day plus half day as part of a personal development plan agreed with their employer. The optimum combination of possible Units and the scheduling of these would be arrived at through consultation with the workplace, employee and centre.

The design principles for HND have encouraged a high degree of flexibility and a more holistic approach to assessment, and this has been adopted in both awards. This holistic approach gives candidates the freedom to invent, explore and initiate creative solutions across a number of formats.

The HN specification places emphasis on assessing the whole Outcome or combination of Outcomes rather than individual Performance Criteria. The Unit specification also allows the use of sampling of knowledge and or skills. Many of the Units are designed to facilitate holistic assessment. For example it is possible to integrate audio visual multi media production with audio visual presentation 1. Specimen timetables illustrating further project based solutions are in Appendix 1 of this document.

Delivery and assessment integration opportunities exist between, within and across Units, reducing assessment loading for both candidates and assessors.

The Graded Units at HND level also bring with them a level of integration and synthesis. This allows candidates to prove their understanding of concepts and grasp of technical fundamentals in new and unfamiliar contexts, making the final Outcome of the Graded Units of specific interest to employers and HE institutions alike. The HNC/HND award is built upon an ethos which forefronts employability. Candidates are encouraged to find creative solutions and exercise personal autonomy and initiative through the decision making process. As far as possible, Learning and Teaching is designed to simulate the actuality of the working environment found in the Audio Visual Industry, in order to reflect current professional practice.

Both Graded Units are project based assessments. Graded Unit 2 builds on the accomplishment of Graded Unit 1, allowing the candidate to increase competencies and develop more specialist in-depth technical and creative skills. This reflects the general and specific aims of the qualification. Assessment for the Group Awards is predominantly achieved through practical project work. This is divided into three stages; planning, developing and evaluating.

Assessment integration opportunities

There are opportunities to integrate assessment from various Units within the Group Awards. Examples of these are:

HND Year 1

Unit code and Unit title		Integration opportunity
DH4D 34	Audio Visual Presentation 1: Introducing Audio Visual Presentation	Outcome 3 (part) Plan an audio visual presentation
F1TL 34	Audio Visual: Multimedia Digital Slide Production	Outcome 2 Produce images suitable for a multimedia production
DW6C 34	Photography an Introduction	Outcome 2 Produce photographic images to a specific brief
DH4D 34	Audio Visual Presentation 1: Introducing Audio Visual Presentation	Outcome 3 (part) deliver an audio visual presentation
DW6C 34	Photography: An Introduction	Outcome 3 Present and Evaluate finished photographic images — E/R provide oral presentations and evaluations of their own images

It is recommended that these Units are scheduled together to deliver the learning and teaching in a holistic manner and allow for logical and effective assessment scheduling.

HND Year 2

Unit code and Unit title		Integration opportunity
F1TH 35	Audio Visual Systems	Outcome 2 Set up an Audio Visual System
DJ2F 34	Sound Production: Multi-track Recording	Outcome 1 (part) Select appropriate equipment for multi track recording Technical Operations for Multi track recording Health and Safety regulations

It is recommended that these two Units are delivered in tandem allowing candidates to develop an in depth knowledge of set ups used within the AV sector both in theory and practice.

Integration opportunities will be reviewed regularly to ensure the learning, teaching and assessment reflects the aims of the HNC/HND award.

Graded Unit — Sequence of delivery

Graded Unit 1 could be designed to be scheduled in Semester 2 of the HND Year 1 award normally, from the beginning of February to the end of May. This is assuming that external verification would require candidate work to be presented in time for certification purposes.

Graded Unit 2 could be designed to be scheduled across the academic year preferably using a one hour slot semester 1 and culminating in a three hour slot semester 2. The spread of the three hours can be tailored to suit individual candidate specialisms in tandem with the specific cluster group chosen for HND Year 2. Other arrangements are possible depending on individual college academic calendars.

Open Learning

Open Learning may be feasible for some Outcomes within some Units in this Group Award. Opportunities are highlighted within the relevant Unit specifications. However most Outcomes entail the development of practical vocational skills. These are designed to be carried out in specific locations, using specialised equipment, as part of a team and in the presence of an assessor. These practical equipment based activities underpin the learning and so the opportunities for distance learning may be limited. In certain circumstances it might be possible to develop or to consider strategies that may resolve this, for all or parts of some Units (provided all Unit and moderation requirements are met in full).

The Learning and Teaching methods are candidate centred in keeping with the rationale of the new design rules. These may include:

- Project based including cross college projects
- Social learning and team or small group based projects.
- Blended learning
- Guest speakers
- Industry visits
- Peer review and assessment
- Work experience
- Personal research projects
- Case studies
- Evaluations
- Screenings and competitions
- Networking opportunities

Self directed study

It is expected that candidates will undertake self directed study as appropriate. Normally this is in direct proportion to the recommended SQA allocated study hours and matches delivery hours. This may include background reading, research, project development, recess, pre production and post production activities.

7   General information for centres

Candidates with disabilities and/or additional support needs

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

Internal and external verification

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

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

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

8   General information for candidates

The HND qualification in Audio Visual Technology is designed to equip you with the knowledge, understanding and skills required for success in current and future progression into employment and further study. The main focus is to provide an educational foundation for a broad range of specialist skills. This vocational award aims to equip you with transferable skills that will enable you to meet changing work requirements within the Audio Visual Industry.

Employment opportunities:

The Audio Visual Industry covers a wide variety of areas including-

AV technology management within education, entertainment, sport, corporate, community and government sectors. Providing support and technical services within an organisation.

Production Studios and Facilities houses supporting the technical needs of the broadcast, corporate and advertising sector. This may include the hire of equipment with or without an operator and services such as editing or DVD authoring.

Rental and Staging companies providing the equipment and technology required for events such as corporate conferences and live concerts. Creative design of sound systems and projection systems associated with conferences and live events.

Presentation Professionals and multi media experts designing presentations and presentation systems for the corporate and communications industry.

AV Dealers located in local or regional companies who exhibit, sell and rent equipment to the corporate, broadcast, education, entertainment and government sectors. Part of their service may also include training and product support.

Freelance

The Audio Visual Industry has many freelancers who take on a variety of work for both individual clients and for larger employers when required.

It should be noted that job titles and responsibilities relating to these vary according to the individual organisation.

The HND will prepare you to enter a wider range of positions with the prospect of fast tracking to promotion. It is highly likely that people with the HND qualification will be offered positions carrying more responsibility and a more demanding remit than those with an HNC. The specialist technical and vocational content covered during both years of this Group Award provide candidates with the Skillset necessary to gain employment at this level or begin a freelance career.

Examples of career paths include the following:

♦ AV Technician/Integrator working within Facilities Houses, AV presentation Companies, Corporate Organisations, Community Sector, Entertainment Industry, Education and Government
♦ Camera Operator
♦ Digital Compositor
♦ Hires Co-ordinator
♦ Internet Video/Audio Technician
♦ Lighting Hire Technician
♦ Presentations Consultant
♦ Production Co-ordinator
♦ Sales Audio Visual Equipment
♦ Technical Operator
♦ Video Editor

The above positions are just some examples of the wide range of posts that candidates can progress to. The HND will also give you the underpinning knowledge and skills to pursue a career in a wide range of sectors.

Course structure

HND includes the study of practical technical Units which will introduce the skills and knowledge required to work in the Audio Visual industry. During Year 2 specialisms can be developed which reflect key areas within the Audio Visual Industry, these are:

♦ AV Integration
♦ Multi Media
♦ Production

The specialist clusters can be built upon to create a defined specialism which meets the needs employment area you wish to progress to, alternatively more than one cluster can be studied if a wide range of specialist skills are more appropriate.

Opportunities for further study

The HND is designed to facilitate entry to Year 2 or 3 of Degree Level study depending upon the individual institution. However the specialist technical and vocational content covered during both years of this award provide you with the Skillset necessary to gain employment or begin a freelance career.

9   Glossary of terms

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

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

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

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

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

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

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

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

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

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

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

10   Appendices

Appendix 1: Exemplar delivery schedule
Appendix 2: Mapping to NOS

Appendix 1: Exemplar delivery schedule

HNC Audio Visual Technology

	09.00-10.00	10.15-11.15	11.15-12.15	12.15-13.15	13.15-14.15	14.15-15.15	15.30-16.30	16.30-17.30	17.30-18.30	18.30-19.30	19.45-20.45
Mon			Animation for AV F1TG 34	Animation for AV F1TG 34		Sound Prod sound re H1LY 34	Sound Prod sound re H1LY 34				
Tue											
Wed											
Thu	Project Day – Camera: An intro H4A3 34	Camera: An intro H4A3 34		Sound: An intro DM28 34	Sound: An intro DM28 34	Lighting: An Intro DM11 34					
Fri	Social Vid F1TE 34	Editing: An Intro F45K 34		AV Technology F1TK 34	AV Technology F1TK 34	Multi Media Computing Multi Tech DF68 34	Multi Media Computing Multi Tech DF68 34				

HNC Audio Visual Technology

	09.00-10.00	10.15-11.15	11.15-12.15	12.15-13.15	13.15-14.15	14.15-15.15	15.30-16.30	16.30-17.30	17.30-18.30	18.30-19.30	19.45-20.45
Mon			Social vid F1TE 34	Lighting an intro DM11 34	Graded Unit 1 F37J 34	Graded Unit 1 F37J 34	Editing an Intro F45K 34				
Tue	Audio Visual Presentation 1 DH4 D34	Audio Visual Presentation 1 DH4 D34	Multi media Digital Slide Production F1TL 34	Multi media Digital Slide Production F1TL 34		Photography DW6C 34	Photography DW6C 34				
Wed											
Thu			Digital Content Delivery F1TJ 34	Digital Content Delivery F1TJ 34		Sound prod Sound Re H1LY 34	Sound prod Sound Re H1LY 34				
Fri											

HND Audio Visual Technology

	09.00-10.00	10.15-11.15	11.15-12.15	12.15-13.15	13.15-14.15	14.15-15.15	15.30-16.30	16.30-17.30	17.30-18.30	18.30-19.30	19.45-20.45
Mon											
Tue			Workplace Experience DV0M 34	Graded Unit 2 F4SD 35		Editing Own Prog F45L 35	Editing Own Prog F45L 35				
Wed	Multi Camera Tech DM15 34	Multi Camera Tech DM15 34	Multi Camera Vision Mixing DM26 35	Multi Camera Vision Mixing DM26 35		News Gathering F1TM 35	News Gathering F1TM 35				
Thu											
Fri	Audio Visual Systems F1TH 35	Audio Visual Systems F1TH 35	Sound Prod multi track DJ2F 34	Sound Prod multi track DJ2F 34		Computer Hardware Building a network PC DH2W 35	Computer Hardware Building a network PC DH2W 35				

HND Audio Visual Technology

	09.00-10.00	10.15-11.15	11.15-12.15	12.15-13.15	13.15-14.15	14.15-15.15	15.30-16.30	16.30-17.30	17.30-18.30	18.30-19.30	19.45-20.45
Mon											
Tue											
Wed	Web Design Project DX5R 35	Web Design Project DX5R 35	Web Design Project DX5R 35	Web Design Project DX5R 35		Graded Unit 2 F4SD 35					
Thu	Sound Prod multi track DJ2F 34	Sound Prod multi track DJ2F 34		Workplace Exp DV0M 34	Graded Unit 2 F4SD 35	Graded Unit 2 F4SD 35					
Fri	Edit Own Prog F45L 35	Edit Own Prog F45L 35		Compositing and Motion Graphics DW9K 34	Compositing and Motion Graphics DW9K 34						

Appendix 2: Unit mapping with National Occupational Standards (NOS)

The Units within the HNC/HND Audio Visual Technology Framework were developed in consultation with National Occupational Standards. The main occupational group related to this vocational Award is Broadcast Media Technology. The broad specialist nature of the Audio Visual sector required consultation with NOS from Camera. Lighting Animation, Multi Media, Computer Gaming and other occupational groupings developed by the Sector Skills Council for Creative Media (Skillset).

HNC

Unit title	Unit number	Mapped to NOS
Audio Visual: Introduction to Audio Visual Technology	F1TK 34	X2,X3,X4,BMT23
Editing: An Introduction	F45K 34	B1,B12,B13 X2,X3,X4, E1-E5, E11,E14,E15,E16,E21,S30
Camera: An Introduction	H4A3 34	B11, X2,X3,X4, C1-C4,C8,C21,C22,CTV2,CCL2 X1,
Audio Visual Presentation: Introducing Audio Visual Presentation	DH4D 34	P16,PS3
Audio Visual: Multimedia Digital Slide Production	F1TL 34	B5,P16,P17,PS3
Audio Visual Technology: Graded Unit 1	F37J 34	B1,B3,B5 X2,X3,X4,BMT22, BMT 28,BMT29, BMT30,BMT 31, X1,P2-P10,P13-P15,P39,P40,
Sound Production : Sound Reinforcement 1	H1LY 34	B9, X2,X3,X4,S1,S2,S4,S5,S12
Lighting: An Introduction	DM11 34	X1,X2,X3,X4,L7,L3,L6,L7
Sound Recording: An Introduction	DM28 34	X1,X2,X3,X4,B9,S1,S2,S4, S5

HND

Unit title	Unit number	Mapped to NOS
Audio Visual: Introduction to Audio Visual Technology	F1TK 34	X2,X3,X4,BMT23
Editing: An Introduction	F45K 34	B1,B12,B13, X2,X3,X4,E1-E5,E11,E14,E15,E16,E21,S30
Camera: An introduction	H4A3 34	B11, X2,X3,X4, C1-C4,C8,C21,C22,CTV2,CCL2,X1,
Audio Visual Presentation 1: Introducing Audio Visual Presentation	DH4D34	P16,PS3
Audio Visual: Multimedia Digital Slide Production	F1TL 34	B5,P16,P17,PS3
Audio Visual Technology: Graded Unit 1	F37J 34	B1,B3,B5 X2,X3,X4,BMT22, BMT 28,BMT29, BMT30,BMT 31, X1,P2-P10,P13-P15,P39,P40
Sound Production: Sound Reinforcement 1	H1LY 34	X2,X3,X4,B9,S1,S2,S4,S5,S12
Audio Visual Technology: Graded Unit 2	F4SD 35	B1,B3,B5 X2,X3,X4,BMT22,P2-P10,P13-P15,P39,P40
Work Experience	DVOM 34	B1,F1, X2,X3,X4,BMT22
Audio Visual Systems	F1TH 35	X2,X3,X4,BMT1,BMT3,BMT4,BMT5,BMT6, BMT29, BMT30,BMT 31,ICTTEST,Unit50f
Audio Visual Digital Content Delivery and Formats	F1TJ 34	IM3
Lighting: An Introduction	DM11 34	X1,X2,X3,X4,L3,L6,L7
Sound Production: Multi Track Recording	DJ2F 34	X2,X3,X4,B9,S1,S2,S4,S5,S21
Sound Recording: An Introduction	DM28 34	X1,X2,X3,X4,B9,S1,S2,S4,S5
Cluster 1 **Multi Media**		
Compositing and Motion Graphics Advanced	F1TF 35	IM3,E23, ANIM21
Web Design Project	DX5R 35	B6,IM16,P13-P15,IM3,IM4
Cluster 2 **Production**		
News Gathering	F1TM 35	B1,B2,B5,B7,B9,B10,B111, X2,X3,X4,E20,P13-P15
Editing to a Directors Brief	DM10 35	B1,B12,B13 X2,X3,X4, E11,E14,E15,E16,E21,E1-E5, S30

HND (continued)

Unit title	Unit number	Mapped to NOS
Cluster 3 **Audio Visual Integration**		
Computer Hardware: Building a Network PC	DH2W 35	X2,X3,X4,ICTTEST
Audio Visual Presentation 2: Creating Audio and Audio Visual Programmes	D7XN 35	P16,PS3

Appendix 3:   Unit mapping to the General and Specific Aims

HNC

Unit title	Unit number	Aims
Audio Visual: Introduction to Audio Visual Technology	F1TK 34	1,3,5,7,10,11,12
EditingAn Introduction	F45K 34	4,5,6,7,10,11,12
Camera: An introduction	H4A3 34	4,5,6,7,10,11,12
Audio Visual Presentation 1: Introducing Audio Visual Presentation	DH4D 34	1,3,5,6,7,8,10,12
Audio Visual: Multimedia Digital Slide Production	F1TL 34	1,3,5,6,7,8,10,12
Audio Visual Technology: Graded Unit 1	F37J 34	1,2,3,4,7,8,9,11,12
Sound Production : Sound Reinforcement 1	H1LY 34	4,7,9,10,12
Lighting: An Introduction	DM11 34	4,5,6,7,10,11,12
Sound Recording: An Introduction	DM28 34	4,5,6,7,10,11,12

HND

Unit title	Unit number	Aims
Audio Visual: Introduction to Audio Visual Technology	F1TK 34	1,3,5,7,10,11,12
Editing: An Introduction	F45K 34	4,5,6,7,10,11,12
Camera: An introduction	H4A3 34	4,5,6,7,10,11,12
Audio Visual Presentation 1: Introducing Audio Visual Presentation	DH4D 34	1,3,5,6,7,8,10,12
Audio Visual: Multi Media Digital Slide Production	F1TL 34	1,3,5,6,7,8,10,12
Audio Visual Technology: Graded Unit 1	F37J 34	1,2,3,4,7,8,9,11,12
Sound Production: Sound Reinforcement 1	H1LY 34	4,7,9,10,12
Audio Visual Technology: Graded Unit 2	F4SD 35	13,14,15,16,17,19,20,21,22, 23,24,27,28,29
Work Experience	DV0M 34	13,14,15,16,17,19,20,23,27, 28,29
Audio Visual Systems	F1TH 35	13,14,17,18,19,21,22,25,27, 28,29
Audio Visual Digital Content Delivery and Formats	F1TJ 34	13,17,18,19,21,22,23,24,26, 27,29
Lighting: An Introduction	DM11 34	4,5,6,7,10,11,12
Sound Production: Multi-Track Recording	DJ2F 34	13,17,18,19,21,22,23,24,25, 27,29
Sound Recording: An Introduction	DM28 34	4,5,6,7,10,11,12

HND (continued)

Unit title	Unit number	Aims
Cluster 1 **Multi Media**		
Compositing and Motion Graphics Advanced	F1TF 35	13,18,19,21,22,23,26,29
Web Design Project	DX5R 35	13,18,19,21,22,23,26,29
Cluster 2 **Production**		
News Gathering	F1TM 35	13,14,15,16,17,19,20,21,22, 23,26,27,28,29
Editing to a Directors Brief	DM10 35	13,14,15,16,17,19,20,21,22, 23,26,27,28,29
Cluster 3 **Audio Visual Integration**		
Computer Hardware: Building a Network PC	DH2W 35	13,14,18,19,21,22,23,24,25, 27,28,29
Audio Visual Presentation 2: Creating Audio and Audio Visual Programmes	D7XN 35	13,14,16,18,19,21,22,23,24, 25,27,28,29