



## **Group Award Specification for:**

**National Certificate in Photography at SCQF level 6**

**Group Award Code: GT94 46**

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# 1. Introduction

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 higher education institutes (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 Rationale for the qualifications

This group award is designed to meet the needs of learners who wish to develop a foundation of the photographic knowledge and skills required for progression to more advanced levels of study in photography. It is also suitable for those who wish to prepare themselves for initial entry to employment within the photo-imaging sector. Learners will have opportunities to develop vocational and employability skills relevant for posts such as a trainee photographer.

The group award provides learners with an opportunity to develop both creative and technical skills in a variety of traditional and current disciplines that relate to photography and other creative industries. The group award is also intended to develop learners' level of awareness and appreciation of the basic technical and creative practices used in a variety of subject specialist areas, together with experience of co-operative working, presentation, exhibition, and self-promotion skills.

Learners will study a range of photographic disciplines. Key areas covered are basic digital single reflex camera skills, digital file management, digital file enhancement and digital asset management, basic studio skills both in portraiture and still-life photography, and portfolio production. There are optional units covering specialist areas, including traditional analogue silver halide imaging.

The intention is to provide learners with a broad foundation of basic photographic skills and experiences. It is a practice-based programme of study that will develop learners' tertiary level vocational skills, Core Skills and soft skills. It will also develop study skills relevant to successful articulation to higher education (HE) level study and/or employment at trainee level.

## 2. Qualification structure

The National Certificate (NC) in Photography at Scottish Credit and Qualification Framework (SCQF) level 6 meets sector needs for provision of a non-advanced or preparatory level National Qualifications programme. It ensures consistency of standards throughout delivering centres. In addition, it provides learners with a relevant course of study leading to a nationally recognised award that is representative of their achievement.

The group award is principally intended to prepare learners by developing a foundation of basic specialist knowledge and skills and an opportunity to achieve a basic set of study and Core Skills. The framework is designed to achieve this while keeping up to date with the rapid pace of technological change within the photo-imaging sector.

The research component included in several units not only reflects Higher National Certificate (HNC)/Higher National Diploma (HND) unit design, but also offers learners opportunities to review current technologies in relation to photographic and wider creative industries practice.

Mandatory units reflect current digital photographic software and practice. This provides learners with a good foundation of knowledge, but also the ability to research and evaluate the potential of a range of software.

The framework provides a holistic and incremental approach to delivery of learning and teaching through non-prescriptive, yet robust evidence requirements covering key competences to ensure a common standard. This approach provides centres with opportunities to devise and deliver a curriculum that will not only provide a uniform, high quality national award, but also an experience that is relevant, engaging and that develops learners' creative practice, vocational, core and study skills.

This group award is levelled at SCQF level 6 for the following reasons:

- ◆ Industry feedback suggests this as the minimum skills level required for direct entry to employment at trainee level.
- ◆ The National Certificate is designed to prepare learners for successful progression to SCQF level 7 HNC and then SCQF level 8 HND.

### 2.1 Structure

#### Framework for the National Certificate (NC) in Photography at SCQF level 6

##### Mandatory section (total 8 credits)

4 code	2 code	Unit title	SCQF level	SCQF credit points	SQA Credit
J6T4	46	Digital Photography: Basic Digital File Management and Editing	6	6	1
J6T6	46	Digital Photography: Workflow and Creative Enhancement	6	6	1
J6T5	46	Digital Photography: Image Preparation for Print and Digital Destination	6	6	1
F8KH	12	Photography: Basic Camera Techniques	6	6	1
F51P	12	Photography: Portraiture Skills	6	6	1
FR2D	12	Studio Photography: An Introduction	6	6	1
FR2E	12	Photography: Portfolio Production	12	6	2

**Optional section (total 4 credits)**

**Learners must select 4 SQA credits from the following group:**

<b>4 code</b>	<b>2 code</b>	<b>Unit title</b>	<b>SCQF level</b>	<b>SCQF credit points</b>	<b>SQA Credit</b>
F3GC	11	Information and Communication Technology	6	5	1
F3GC	12*	Information and Communication Technology	6	6	1
F3GF	11	Numeracy	6	5	1
H225	75	Numeracy	6	5	1
F3GB	11	Communication	6	5	1
F3GB	12*	Communication	6	6	1
H23W	75	Literacy	6	5	1
F51S	12	Photography: Camera Techniques	6	6	1
F580	11	Media: Photography	6	5	1
F51N	11	Photography: Portraiture Skills	6	5	1
F8KL	12	Photography: Reportage	6	6	1
FV1D	12	Monochrome Film Processing and Printing	6	6	1
F5BP	11	Art and Design: Web Content	6	5	1
F8KJ	12	Photography: Research Project	6	6	1
FV19	12	Photography: Location 2	6	6	1
F51T	12	Photography: Magnified Image Skills	6	6	1
J6T3	46	Iconic Images and Influential Photographers	6	6	1
F8KK	12	Photography: Creative Image Making Techniques	6	6	1
D952	11	Photography: An Introduction	6	5	1
F8KM	12	Photography: Digital Imaging	6	6	1
F51R	12	Photography: Basic Product Imaging	6	6	1
F5C4	12	Art and Design: Video Project	6	6	1
F5CF	12	Art and Design: Contextual Studies	6	6	1
F9XE	13	Art and Design: Visual Presentation	7	8	1

## **3. Aims of the qualification**

### **3.1 General aims of the qualifications**

1. To develop research and presentation skills.
2. To develop skills related to National Occupational Standards to enhance learners' employment prospects.
3. To provide academic stimulus and challenge, and foster an enjoyment of the subject.
4. To develop learners' knowledge and skills such as planning, analysing and synthesising.
5. To develop transferable skills, including Core Skills, to the levels demanded by employers and for progression to HNC/HND.
6. To prepare and enable learners' progression within the Scottish Credit and Qualifications Framework.
7. To prepare learners to conduct project work involving the organisation, integration and application of a variety of skills within a given time frame.
8. To prepare learners to achieve a consistent level of quality of work within a given time frame.
9. To develop the ability to be flexible and to work cooperatively with others.
10. To develop specialist vocational skills taking account of relevant health and safety considerations.

### **3.2 Specific aims of the qualification**

1. To develop specialist vocational skills for photography.
2. To develop a basic understanding of interdisciplinary connections between the various subject areas within photography and the photo-imaging sector.
3. To develop learners' critical thinking capacity and reflective evaluation processes within the photo imaging sector.
4. To develop learners' creative processes and visual language.
5. To refine and demonstrate applied knowledge of a range of photographic skills with particular reference to digital imaging.
6. To provide a basic knowledge of the processes and disciplines within the photo-imaging sector.
7. To provide learners with an understanding of current developments within photographic practice.

The framework is designed to accommodate the needs of school leavers, adult returners who desire a change of career, and those learners who wish to further an existing interest in photography fostered in foundation level, school or leisure courses.

The design and recommended delivery of this framework recognises that the target group for this award may have the following characteristics:

- ◆ Learners who have limited formal attainment and therefore require to develop and strengthen their practical photographic, communication and study skills for progression purposes.
- ◆ Learners who hold the necessary qualifications for progression to advanced study or employment but require exposure to a broader range of photographic contexts to produce a quality portfolio for interview purposes.

- ◆ Learners who possess a diverse range of skills from life and work experience in addition to their qualifications, but who lack confidence in their ability to learn and progress on returning to formal education. Adult returners may also need targeted subject specific skills development (for example, basic computer skills) to take account of new technologies and working practices.
- ◆ Learners who require extended support for learning due to a specific disability or support need.

## 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 (QDT) 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:

- ◆ Three National 5 qualifications, ideally including English and Art and Design or Information and Communications Technology (ICT) subject or equivalent.
- ◆ National Progression Award (NPA) in Photography at SCQF level 5.
- ◆ Higher Photography.
- ◆ Work experience in the photo-imaging sector.

The National Certificate in Photography at SCQF level 6 is open to everyone but is mainly aimed at young people who may have left school relatively recently and mature adults re-entering education. Applicants should have some degree of aptitude for, and genuine interest in, photography that can be nurtured and developed over the course of the programme.

Direct entry to the programme could be offered to those applying with equivalent qualifications from other countries, providing the competencies can be identified and are appropriate. Where English is not the first language of the learner, it is recommended that they possess a relevant qualification in *English for Speakers of Other Languages* or have equivalent competency.

Applicants who do not meet any of the given criteria for entry but can show their aptitude and interest with examples of photographic work could still have an opportunity to access the course at the discretion of the centre.

### 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.



It is recommended that learners should possess the following Core Skills profile on entry:

<b>Core Skill</b>	<b>Recommended SCQF entry profile</b>	<b>Associated assessment activities</b>
Communication	Level 4	<ul style="list-style-type: none"> <li>◆ Reading and understanding information related to photography.</li> <li>◆ Identifying important information when researching photography topics.</li> <li>◆ Presenting information.</li> <li>◆ Participating in discussion.</li> <li>◆ Evaluating own and others' images by giving justified opinions.</li> </ul>
Numeracy	Level 4	<ul style="list-style-type: none"> <li>◆ Understanding and using numerical concepts related to photography, such as shutter speed, aperture, focal length, ISO numbers.</li> <li>◆ Applying numerical concepts to achieve correctly exposed images.</li> <li>◆ Applying numerical concepts for creative effect in photography.</li> <li>◆ Interpreting graphical information, for example histograms, relationship between aperture and shutter speed.</li> </ul>
Information and Communication Technology (ICT)	Level 4	<ul style="list-style-type: none"> <li>◆ Finding and accessing information.</li> <li>◆ Using digital cameras and equipment.</li> <li>◆ Uploading and downloading digital image files.</li> <li>◆ Organising and storing digital image files securely.</li> <li>◆ Selecting and using software for image enhancement.</li> </ul>
Problem Solving	Level 4	<ul style="list-style-type: none"> <li>◆ Investigating relevant topics and techniques.</li> <li>◆ Creating plans for photography sessions.</li> <li>◆ Organising resources and carrying out planned photography sessions.</li> <li>◆ Evaluating the effectiveness of photography sessions.</li> </ul>
Working with Others	Level 4	<ul style="list-style-type: none"> <li>◆ Co-operating with others to carry out portrait photography sessions.</li> <li>◆ Providing and receiving peer evaluation.</li> </ul>

Where learners do not come with an existing Core Skills profile, it is recommended that centres consider carrying out a Core Skills profiling exercise so that targeted support may be offered to learners who require it.

## **5. Additional benefits of the qualification in meeting employer needs**

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

Employment opportunities within the photo-imaging sector exist, in many cases, in the form of self-employment as a photographer and this route is more appropriate upon completion of higher-level courses. Employment opportunities available after completing a National Certificate in photography are likely to be in the form of a trainee, or as a photographic assistant.

The National Certificate in Photography at SCQF level 6 is designed to develop not only photographic skills but also key employability and Core Skills. Learners will have opportunities to develop skills that are transferrable to employment in many other sectors.

## 5.1 Mapping of qualification aims to units

### General aims:

Code	Unit title	Aim 1	Aim 2	Aim 3	Aim 4	Aim 5	Aim 6	Aim 7	Aim 8	Aim 9	Aim 10
J6T4 46	Digital Photography: Basic Digital File Management and Editing	X	X	X		X	X	X	X		X
J6T6 46	Digital Photography: Workflow and Creative Enhancement	X	X	X		X	X	X	X		X
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	X	X	X		X	X	X	X		X
F8KH 12	Photography: Basic Camera Techniques		X	X		X	X		X		X
F51P 12	Photography: Portraiture Skills	X	X	X	X	X	X	X	X	X	X
FR2D 12	Studio Photography: An Introduction	X	X	X	X	X	X	X	X	X	X
FR2E 12	Photography: Portfolio Production	X	X	X	X	X	X	X	X		X
F3GC 11	Information And Communication Technology	X	X	X		X	X		X		X
F3GC 12	Information And Communication Technology	X	X	X		X	X		X		X
F3GF 11	Numeracy		X	X		X	X		X		X
F3GB 11	Communication	X	X	X		X	X		X		X
F3GB 12	Communication	X	X	X		X	X		X		X
F51S 12	Photography: Camera Techniques		X	X		X	X		X		X
F580 11	Media: Photography		X	X	X	X	X	X	X		X
F51N 11	Photography: Portraiture Skills	X	X	X	X	X	X	X	X	X	X
F8KL 12	Photography: Reportage	X	X	X	X	X	X	X	X	X	X
FV1D 12	Monochrome Film Processing and Printing		X	X		X	X	X	X		X
F5BP 11	Art And Design: Web Content	X	X	X		X	X	X	X		X
F8KJ 12	Photography: Research Project	X	X	X	X	X	X	X	X		X
FV19 12	Photography: Location 2	X	X	X	X	X	X	X	X		X
F51T 12	Photography: Magnified Image Skills	X	X	X	X	X	X	X	X		X
FV1A 12	Photography: Manipulative Processes	X	X	X		X	X		X		X
F8KM 12	Photography: Digital Imaging		X	X		X	X	X	X		X

**General aims (continued):**

Code	Unit title	Aim 1	Aim 2	Aim 3	Aim 4	Aim 5	Aim 6	Aim 7	Aim 8	Aim 9	Aim 10
F8KK 12	Photography: Creative Image Making Techniques	X	X	X		X	X	X	X		X
D952 11	Photography: An Introduction		X	X		X	X	X	X		X
F51R 12	Photography: Basic Product Imaging	X	X	X	X	X	X	X	X		X
F5C4 12	Art And Design: Video Project	X	X	X	X	X	X	X	X		X
J6T3 46	Iconic Images and Influential Photographers	X	X	X	X	X	X	X	X		X

**Specific aims:**

Code	Unit title	Aim 1	Aim 2	Aim 3	Aim 4	Aim 5	Aim 6	Aim 7
J6T4 46	Digital Photography: Basic Digital File Management and Editing	X	X	X	X	X	X	X
J6T6 46	Digital Photography: Workflow and Creative Enhancement	X	X	X	X	X	X	X
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	X	X	X	X	X	X	X
F8KH 12	Photography: Basic Camera Techniques	X	X	X	X	X	X	X
F51P 12	Photography: Portraiture Skills	X	X	X	X	X	X	X
FR2D 12	Studio Photography: An Introduction	X	X	X	X	X	X	X
FR2E 12	Photography: Portfolio Production	X	X	X	X	X	X	X
F3GC 11	Information And Communication Technology		X					
F3GC 12	Information And Communication Technology		X					
F3GF 11	Numeracy		X					
F3GB 11	Communication		X					
F3GB 12	Communication		X					
F51S 12	Photography: Camera Techniques	X		X	X	X	X	
F580 11	Media: Photography	X	X	X	X	X	X	X

**Specific aims (continued):**

Code	Unit title	Aim 1	Aim 2	Aim 3	Aim 4	Aim 5	Aim 6	Aim 7
F51N 11	Photography: Portraiture Skills	X	X	X	X	X	X	X
F8KL 12	Photography: Reportage	X	X	X	X	X	X	X
FV1D 12	Monochrome Film Processing and Printing	X		X	X		X	X
F5BP 11	Art And Design: Web Content		X	X	X		X	X
F8KJ 12	Photography: Research Project	X	X	X	X	X	X	X
FV19 12	Photography: Location 2	X	X	X	X	X	X	X
F51T 12	Photography: Magnified Image Skills	X	X	X	X		X	X
FV1A 12	Photography: Manipulative Processes			X	X		X	X
F8KM 12	Photography: Digital Imaging	X	X	X	X	X	X	X
F8KK 12	Photography: Creative Image Making Techniques	X		X	X		X	X
D952 11	Photography: An Introduction	X	X	X	X		X	X
F51R 12	Photography: Basic Product Imaging	X	X	X	X	X	X	X
F5C4 12	Art And Design: Video Project	X	X	X	X		X	X
J6T3 46	Iconic Images and Influential Photographers	X	X	X	X	X	X	X

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

### Mandatory units:

Code	Unit title	National Occupational Standards (NOS)
J6T4 46	Digital Photography: Basic Digital File Management and Editing	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI15: Undertake editing and selection of images. SKSPI16: Undertake creative retouching of images.
J6T6 46	Digital Photography: Workflow and Creative Enhancement	SKSPI33: Undertake image asset management. SKSPI11: Plan, set-up and control the digital workflow. SKSPI15: Undertake editing and selection of images. SKSPI16: Undertake creative retouching of images.
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	SKSPI07: Evaluate and select technology and/or equipment. SKSPI19: Undertake colour management procedures. SKSPI15: Undertake editing and selection of images. SKSPI20: Prepare image output.
F8KH 12	Photography: Basic Camera Techniques	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.
F51P 12	Photography: Portraiture Skills	SKSPI29: Research and access images. SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.

**Mandatory units (continued):**

<b>Code</b>	<b>Unit title</b>	<b>National Occupational Standards (NOS)</b>
FR2D 12	Studio Photography: An Introduction	SKSPI29: Research and access images. SKSPI09: Undertake photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI06: Plan and organise photo imaging assignments.
FR2E 12	Photography: Portfolio Production	SKSPI29: Research and access images. SKSPI05: Agree the photo imaging brief. SKSPI02: Understand your photo imaging practice, business or organisation and its market. SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments. SKSPI31: Carry out the process of image cataloguing. SKSPI34: Manage your own learning and continuous professional development.

**Optional units:**

<b>Code</b>	<b>Unit title</b>	<b>National Occupational Standards (NOS)</b>
F51S 12	Photography: Camera Techniques	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.
F580 11	Media: Photography	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.
F51N 11	Photography: Portraiture Skills	SKSPI29: Research and access images. SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.
F8KL 12	Photography: Reportage	SKSPI29: Research and access images. SKSPI04: Originate and develop a visual idea for photo imagery. SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments. SKSPI15: Undertake editing and selection of images. SKSPI16: Undertake creative retouching of images.
FV1D 12	Monochrome Film Processing and Printing	SKSPI26: Process exposed films. SKSPI25: Mix, store and manage processing chemistry. SKSPI28: Start up and shut down laboratory equipment. SKSPI27: Print photographic images by hand.
F5BP 11	Art And Design: Web Content	SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments. SKSPI13: Import digital images and optimise for archiving and repurposing. TECHDUDC3: Create an interactive website.



**Optional units (continued):**

<b>Code</b>	<b>Unit title</b>	<b>National Occupational Standards (NOS)</b>
F8KJ 12	Photography: Research Project	SKSPI29: Research and access images. SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments. SKSPI15: Undertake editing and selection of images.
FV19 12	Photography: Location 2	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments. SKSPI03: Apply copyright and other laws relating to photo imaging.
F51T 12	Photography: Magnified Image Skills	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.
FV1A 12	Photography: Manipulative Processes	SKSPI25: Mix, store and manage processing chemistry. SKSPI28: Start up and shut down laboratory equipment. SKSPI27: Print photographic images by hand.
F8KM 12	Photography: Digital Imaging	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments. SKSPI12: Produce scanned images. SKSPI13: Import digital images and optimise for archiving and repurposing. SKSPI15: Undertake editing and selection of images. SKSPI16: Undertake creative retouching of images.

**Optional units (continued):**

<b>Code</b>	<b>Unit title</b>	<b>National Occupational Standards (NOS)</b>
F8KK 12	Photography: Creative Image Making Techniques	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments. SKSPI25: Mix, store and manage processing chemistry. SKSPI28: Start up and shut down laboratory equipment. SKSPI27: Print photographic images by hand.
D952 11	Photography: An Introduction	SKSPI26: Process exposed films. SKSPI25: Mix, store and manage processing chemistry. SKSPI28: Start up and shut down laboratory equipment. SKSPI27: Print photographic images by hand.
F51R 12	Photography: Basic Product Imaging	SKSPI29: Research and access images. SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.
F5C4 12	Art And Design: Video Project	SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.
J6T3 46	Iconic Images and Influential Photographers	SKSPI29: Research and access images. SKSPI06: Plan and organise photo imaging assignments. SKSPI07: Evaluate and select technology and/or equipment. SKSPI09: Undertake photo imaging assignments.

### 5.3 Mapping of Core Skills development opportunities across the qualifications

**S = Signposted      C = Certificated**

#### Communication

Unit code	Unit title	Written (Reading)	Written (Writing)	Oral
J6T4 46	Digital Photography: Basic Digital File Management and Editing	Level 5 — S	Level 5 — S	Level 5 — S
J6T6 46	Digital Photography: Workflow and Creative Enhancement	Level 5 — S	Level 5 — S	Level 5 — S
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	Level 5 — S	Level 5 — S	Level 5 — S
F8KH 12	Photography: Basic Camera Techniques	Level 5 — S	Level 5 — S	Level 4 — S
F51P 12	Photography: Portraiture Skills			
FR2D 12	Studio Photography: An Introduction			Level 5 — S
FR2E 12	Photography: Portfolio Production	Level 5 — S	Level 5 — S	Level 5 — S
F3GC 11	Information and Communication Technology	Level 5 — S	Level 5 — S	
F3GC 12	Information and Communication Technology			
F3GF 11	Numeracy			
F3GB 11	Communication			Level 5 — C
F3GB 12	Communication	Level 5 — C	Level 5 — C	Level 6 — C
F51S 12	Photography: Camera Techniques	Level 6 — C	Level 6 — C	
F580 11	Media: Photography			Level 5 — S
F51N 11	Photography: Portraiture Skills	Level 5 — S	Level 5 — S	
F8KL 12	Photography: Reportage			Level 5 — S
FV1D 12	Monochrome Film Processing and Printing			
F5BP 11	Art And Design: Web Content			
F8KJ 12	Photography: Research Project			
J6T3 46	Iconic Images and Influential Photographers	Level 5 — S	Level 5 — S	Level 5 — S

## Numeracy

Unit code	Unit title	Using Number	Using Graphical Information
J6T4 46	Digital Photography: Basic Digital File Management and Editing		
J6T6 46	Digital Photography: Workflow and Creative Enhancement		
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	Level 5 — S	
F8KH 12	Photography: Basic Camera Techniques		
F51P 12	Photography: Portraiture Skills		
FR2D 12	Studio Photography: An Introduction		
FR2E 12	Photography: Portfolio Production		
F3GC 11	Information and Communication Technology		
F3GC 12	Information and Communication Technology		
F3GF 11	Numeracy	Level 5 — C	Level 5 — C
F3GB 11	Communication		
F3GB 12	Communication		
F51S 12	Photography: Camera Techniques		
F580 11	Media: Photography		
F51N 11	Photography: Portraiture Skills		
F8KL 12	Photography: Reportage		
FV1D 12	Monochrome Film Processing and Printing	Level 5 — S	Level 5 — S
F5BP 11	Art And Design: Web Content		
F8KJ 12	Photography: Research Project		
J6T3 46	Iconic Images and Influential Photographers		

## Information and Communication Technology (ICT)

Unit code	Unit title	Accessing Information	Providing/Creating Information
J6T4 46	Digital Photography: Basic Digital File Management and Editing	Level 5 — S	Level 5 — S
J6T6 46	Digital Photography: Workflow and Creative Enhancement	Level 5 — C	Level 5 — C
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	Level 5 — S	Level 5 — S
F8KH 12	Photography: Basic Camera Techniques		
F51P 12	Photography: Portraiture Skills	Level 5 — S	Level 5 — S
FR2D 12	Studio Photography: An Introduction		
FR2E 12	Photography: Portfolio Production	Level 5 — S	Level 5 — S
F3GC 11	Information and Communication Technology	Level 5 — C	Level 5 — C
F3GC 12	Information and Communication Technology	Level 6 — C	Level 6 — C
F3GF 11	Numeracy		
F3GB 11	Communication		
F3GB 12	Communication		
F51S 12	Photography: Camera Techniques	Level 5 — S	Level 5 — S
F580 11	Media: Photography	Level 5 — S	Level 5 — S
F51N 11	Photography: Portraiture Skills	Level 4 — S	Level 4 — S
F8KL 12	Photography: Reportage	Level 5 — S	Level 5 — S
FV1D 12	Monochrome Film Processing and Printing		
F5BP 11	Art And Design: Web Content	Level 5 — S	Level 5 — S
F8KJ 12	Photography: Research Project	Level 5/6 — S	Level 5/6 — S
J6T3 46	Iconic Images and Influential Photographers	Level 5 — S	Level 5 — S

## Problem Solving

Unit code	Unit title	Critical Thinking	Planning and Organising	Reviewing and Evaluating
J6T4 46	Digital Photography: Basic Digital File Management and Editing	Level 5 — C	Level 5 — S	Level 5 — S
J6T6 46	Digital Photography: Workflow and Creative Enhancement	Level 5 — C	Level 5 — S	
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	Level 6 — C	Level 6 — C	Level 6 — C
F8KH 12	Photography: Basic Camera Techniques			
F51P 12	Photography: Portraiture Skills	Level 5 — S	Level 5 — S	Level 5 — S
FR2D 12	Studio Photography: An Introduction	Level 5 — C	Level 5 — C	Level 5 — C
FR2E 12	Photography: Portfolio Production	Level 6 — C	Level 6 — C	Level 6 — C
F3GC 11	Information and Communication Technology			
F3GC 12	Information and Communication Technology			
F3GF 11	Numeracy			
F3GB 11	Communication			
F3GB 12	Communication			
F51S 12	Photography: Camera Techniques	Level 5 — S	Level 5 — S	Level 5 — S
F580 11	Media: Photography			
F51N 11	Photography: Portraiture Skills	Level 4 — S	Level 4 — S	Level 4 — S
F8KL 12	Photography: Reportage		Level 5 — S	Level 5 — S
FV1D 12	Monochrome Film Processing and Printing		Level 5 — S	
F5BP 11	Art And Design: Web Content	Level 5 — S	Level 5 — S	Level 5 — S
F8KJ 12	Photography: Research Project	Level 6 — S	Level 6 — S	Level 6 — S
J6T3 46	Iconic Images and Influential Photographers	Level 5 — S	Level 5 — S	Level 5 — S

## Working with Others

Unit code	Unit title	Working Co-operatively with Others	Reviewing Co-operative Contribution
J6T4 46	Digital Photography: Basic Digital File Management and Editing	Level 5 — S	Level 5 — S
J6T6 46	Digital Photography: Workflow and Creative Enhancement	Level 5 — S	Level 5 — S
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	Level 5 — S	Level 5 — S
F8KH 12	Photography: Basic Camera Techniques		
F51P 12	Photography: Portraiture Skills	Level 5 — S	Level 5 — S
FR2D 12	Studio Photography: An Introduction		
FR2E 12	Photography: Portfolio Production	Level 5 — S	Level 5 — S
F3GC 11	Information and Communication Technology		
F3GC 12	Information and Communication Technology		
F3GF 11	Numeracy		
F3GB 11	Communication		
F3GB 12	Communication		
F51S 12	Photography: Camera Techniques		
F580 11	Media: Photography	Level 5 —S	Level 5 — S
F51N 11	Photography: Portraiture Skills	Level 4 —S	Level 4 — S
F8KL 12	Photography: Reportage		
FV1D 12	Monochrome Film Processing and Printing		
F5BP 11	Art And Design: Web Content		
F8KJ 12	Photography: Research Project		
J6T3 46	Iconic Images and Influential Photographers	Level 5 — S	Level 5 —S

## 5.4 Assessment strategy for the qualifications

Mandatory assessment requirements are detailed in the individual unit specifications and provide centres with valuable information to help with standardisation of the award.

Assessment is mostly carried out through 'hands-on' practical tasks that will generate product evidence, and tasks that will generate written and/or oral recorded evidence. Observation checklists can be used to record performance, for example correct operation of equipment and safe working practices. There are opportunities for e-assessment as outlined in section 6.3.

The recommended assessment strategy focuses on the delivery of practical exercises interspersed with theory to allow learners to learn the skills through experience. The assessments should encourage learners to reflect on their work.

Due to the practical nature of the assessments, it is recommended that centres provide health and safety advice to learners undertaking this award. It is essential that they understand the subject-specific health and safety guidance and observe safe and considerate working practices.

The table below outlines the main assessment methods that learners may encounter. All assessments are open-book, unless otherwise stated.

<b>Unit</b>	<b>Assessment: Outcome 1</b>	<b>Assessment: Outcome 2</b>	<b>Assessment: Outcome 3</b>	<b>Assessment: Outcome 4</b>
J6T4 46: Digital Photography: Basic Digital File Management and Editing	Identifying and describing task.	Practical task — photographing, importing and saving images.	Practical task — enhancing and saving images.	Presentation and evaluation task.
J6T6 46: Digital Photography: Workflow and Creative Enhancement	Research task.	Practical task — managing digital workflow.	Practical task — enhancing and presenting digital images.	Not applicable.



<b>Unit</b>	<b>Assessment: Outcome 1</b>	<b>Assessment: Outcome 2</b>	<b>Assessment: Outcome 3</b>	<b>Assessment: Outcome 4</b>
J6T5 46: Digital Photography: Image Preparation for Print and Digital Destination	Research task.	Selecting and reviewing images for a range of outputs. Providing written and/or oral recorded evidence.	Practical task — prepare and output digital image files.	Evaluation task.
F8KH 12: Photography: Basic Camera Techniques	Centre generated multiple-choice question and short-answer assessment completed under supervised, closed-book conditions.	Centre generated multiple-choice question and short-answer assessment completed under supervised, closed-book conditions.	Practical photography task.	Practical photography task.
F51P 12: Photography: Portraiture Skills	Research task.	Practical photography and presentation task.	Evaluation task.	Not applicable.
FR2D 12: Studio Photography: An Introduction	Research task.	Practical photography task.	Evaluation task.	Not applicable.
FR2E 12: Photography: Portfolio Production	Planning task.	Practical task — photographing, editing, selecting and presenting.	Evaluation task.	Not applicable.
F3GC 11: Information and Communication Technology	Naturally occurring accessing information tasks.	Naturally occurring information processing tasks.	Naturally occurring information presentation tasks.	Not applicable.

<b>Unit</b>	<b>Assessment: Outcome 1</b>	<b>Assessment: Outcome 2</b>	<b>Assessment: Outcome 3</b>	<b>Assessment: Outcome 4</b>
F3GC 12: Information and Communication Technology	Naturally occurring accessing information tasks.	Naturally occurring information processing tasks.	Naturally occurring information presentation tasks.	Not applicable.
F3GF 11: Numeracy	Naturally occurring tasks involving interpretation of numerical data.	Naturally occurring calculation tasks.	Naturally occurring numerical problem-solving tasks.	Not applicable.
F3GB 11: Communication	Naturally occurring reading tasks.	Naturally occurring writing tasks.	Naturally occurring speaking and listening tasks.	Not applicable.
F3GB 12: Communication	Naturally occurring accessing information tasks.	Naturally occurring information processing tasks.	Naturally occurring information presentation tasks.	Not applicable.
F51S 12: Photography: Camera Techniques	Centre generated multiple-choice or short-answer assessment completed under supervised in closed-book conditions.	Practical photography and presentation task.	Evaluation task.	Not applicable.
F580 11: Media: Photography	Respond to images from media sources to provide descriptions and explanations.	Selecting, identifying, and justifying equipment for a range of media purposes.	Practical photography task.	Not applicable.

<b>Unit</b>	<b>Assessment: Outcome 1</b>	<b>Assessment: Outcome 2</b>	<b>Assessment: Outcome 3</b>	<b>Assessment: Outcome 4</b>
F51N 11: Photography: Portraiture Skills	Research task.	Practical photography task.	Evaluation task.	Not applicable.
F8KL 12: Photography: Reportage	Investigation and planning task.	Practical photography task.	Preparation and presentation task.	Not applicable.
FV1D 12: Monochrome Film Processing and Printing	Centre generated short-answer assessment completed under supervised in closed-book conditions.	Centre generated short-answer assessment completed under supervised in closed-book conditions.	Practical task — monochrome film processing. Providing written and/or oral recorded evidence.	Practical task — producing monochrome prints. Providing written and/or oral recorded evidence.
F5BP 11: Art and Design: Web Content	Research task.	Practical task — web content creation.	Not applicable.	Not applicable.
F8KJ 12: Photography: Research Project	Investigation, research, and planning task.	Practical photography task.	Presentation task Providing written and/or oral recorded evidence.	Evaluation task.
FV19 12: Photography: Location 2	Research task.	Planning and practical photography task.	Risk assessment and obtaining permissions task.	Not applicable.
F51T 12: Photography: Magnified Image Skills	Research task.	Practical photography task.	Evaluation task.	Not applicable.

<b>Unit</b>	<b>Assessment: Outcome 1</b>	<b>Assessment: Outcome 2</b>	<b>Assessment: Outcome 3</b>	<b>Assessment: Outcome 4</b>
FV1A 12: Photography: Manipulative Processes	Investigation task.	Practical processing task.	Description and performance of safe working practices.	Not applicable.
F8KM 12: Photography: Digital Imaging	Practical task — import images.	Practical task — digital processing.	Practical task — digital image manipulation.	Presentation.
F8KK 12: Photography: Creative Image Making Techniques	Investigation task.	Practical task — in-camera image manipulation. Providing written and/or oral recorded evidence.	Practical task — image manipulation using equipment. Providing written and/or oral recorded evidence.	Practical task — image manipulation using chemicals or techniques. Providing written and/or oral recorded evidence.
D952 11: Photography: An Introduction	Practical task — operating a film camera.	Practical task — monochrome film processing.	Practical task — producing a contact print.	Practical task — enlarging images using traditional techniques.
F51R 12: Photography: Basic Product Imaging	Research task.	Practical photography task.	Evaluation task.	Not applicable.
F5C4 12: Art and Design: Video Project	Research and planning task.	Development task.	Practical task — video production.	Not applicable.
J6T3 46: Iconic Images and Influential Photographers	Research task.	Research task.	Planning and practical photography task.	Evaluation task.

## 6. Guidance on approaches to delivery and assessment

The focus of delivery and assessment will be mainly on practical activities, delivered through a series of lectures, discussions, practical workshops, fieldtrips, and practical project work involving self-directed study. As this award is at SCQF level 6, support should be embedded not only during the delivery of the assessed units but also during guidance and tutorial sessions. The learning content will increase the learners' ability to create a quality portfolio of work through which they will develop the confidence to evaluate and critique their own work. It is strongly recommended that learners should be expected to submit work to meet specified deadlines reflecting the importance placed upon working to deadlines within the creative industries generally.

Learners should be encouraged to visit exhibitions. Visits to photography studios and visits from professionals currently working in the sector can give learners insights into how small companies and specialist artists and photographers survive in business. These visits give learners the opportunity to learn through observation and dialogue with practitioners.

Tutors should support learners during class-time. Regular tutorials, class critiques, peer reviews or one-one with tutors can be used to support the development of critical thinking and evaluation, and to help learners review their progress on an ongoing basis throughout the units. This will build learners' confidence as they progress through their programme of study.

During the learning process learners will develop skills in the following areas:

- ◆ organising.
- ◆ communicating.
- ◆ research.
- ◆ logical and analytical thinking.
- ◆ decision making.
- ◆ problem solving.
- ◆ co-operating with others (teamwork).
- ◆ vocational adaptability.

The main topics of study include:

- ◆ basic camera techniques.
- ◆ basic photographic studio techniques.
- ◆ digital file management.
- ◆ digital image workflow techniques.
- ◆ digital image print and digital destination.
- ◆ portfolio production and self-promotion.

The content reflects the needs of learners to possess a wide range of specialist skills for the photo-imaging sector. This programme of study gives the learner the opportunity to begin developing these skills and gain the underpinning knowledge necessary for employment as well as to allow for progression to further study. Centres should consider the selection of non-mandatory units in the context of the exit point or progression routes of their learners taking the course.

## 6.1 Sequencing/integration of units

There are opportunities for integrating learning and assessment across the delivery of all units and where possible a holistic approach should be taken to both delivery and assessment. When using any holistic assessment opportunities, interim deadlines should be set for learners to help them schedule their workload effectively.

**Table 1: NC Photography example delivery schedule**

Code	Unit title	Mandatory/ option	Trimester
F8KH 12	Photography: Basic Camera Techniques	Mandatory	1
FR2D 12	Studio Photography: An Introduction	Mandatory	1
J6T4 46	Digital Photography: Basic Digital File Management and Editing	Mandatory	1
F3GB 11	Communication	Option	1
F3GC 11	Information and Communication Technology	Option	1
FV1A 12	Photography: Manipulative Processes	Option	3
J6T6 46	Digital Photography: Workflow and Creative Enhancement	Mandatory	2
F51P 12	Photography: Portraiture Skills	Mandatory	2
F3GF 11	Numeracy	Option	3
FV1D 12	Monochrome Film Processing and Printing	Option	2
F51S 12	Photography: Camera Techniques	Option	2
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	Mandatory	3
FR2E 12	Photography: Portfolio Production	Mandatory	2/3
F8KJ 12	Photography: Research Project	Option	3

**NOTE:** The delivery model above contains 15 credits as is common practice in most colleges delivering National Certificate programmes over one year. Centres delivering only the 12 credit NC would be selective in the options offered. Centres can choose the order in which they teach and assess the units according to their local market needs and resources. However, the delivery schedule above is strongly suggested as a model to follow. This sequence of units will allow learners to develop skills incrementally and progressively. The suggested schedule also allows for extensive integration of digital imaging elements with photographic units of study, allowing both a reduction in assessment burden and allows learners to access resources and support over two timetabled sessions.

**Table 2: NC Photography example part-time schedule delivery****Year 1**

Code	Unit title	Mandatory/ option	Trimester
F8KH 12	Photography: Basic Camera Techniques	Mandatory	1
J6T4 46	Digital Photography: Basic Digital File Management and Editing	Mandatory	1
FR2D 12	Studio Photography: An Introduction	Mandatory	2
F3GB 11	Communication	Optional	2
FV1D 12	Monochrome Film Processing and Printing	Optional	3
F51P 12	Photography: Portraiture Skills	Mandatory	3
J6T6 46	Digital Photography: Workflow and Creative Enhancement	Mandatory	3

**Year 2**

Code	Unit title	Mandatory/ option	Trimester
F51S 12	Photography: Camera Techniques	Optional	1
F3GF 11	Numeracy	Optional	1
F51T 12	Photography: Magnified Image Skills	Optional	2
J6T5 46	Digital Photography: Image Preparation for Print and Digital Destination	Mandatory	2
F3GC 11	Information and Communication Technology	Optional	2
F8KJ 12	Photography: Research Project	Optional	3
FR2E 12	Photography: Portfolio Production	Mandatory	3

While part-time delivery schedules are at the discretion of the centres and individuals following them, the table above is a recommendation. It is especially useful for evening and weekend study over an extended period of time (two academic years) where learners are attending for less than 16 hours per week. To maintain the incremental and progressive design ethos of the full-time model, a degree of repetition has been built into this schedule. This will allow learners to revisit key areas of practice through the scheduling of specific, similar units in both year one and year two.

**NOTE:** The delivery model above contains 15 credits as in the full-time model. Centres delivering and learners completing the 12 credit NC over two years would be selective in the options offered.

**Table 3: NC Photography: example of integration and assessment**

<b>Unit code and title</b>	<b>Outcomes/Tasks</b>	<b>Integration with other units</b>	<b>Comments on possible delivery</b>
F8KH 12: Photography: Basic Camera Techniques	<ol style="list-style-type: none"> <li>1. Describe the basic principles involved in image formation.</li> <li>2. Identify and describe the basic features of a camera.</li> <li>3. Produce examples of correctly exposed photographic images to a given brief.</li> <li>4. Produce examples of effectively composed and framed photographic images to a given brief.</li> </ol>	FR2D 12: Studio Photography: An Introduction. J6T4 46: Digital Photography: Basic Digital File Management and Editing. F3GB 11/F3GB 12: Communication.	It is strongly suggested that his unit be delivered in trimester 1. Practical exercises should be set to allow learners opportunities to establish basic exposure, aperture, shutter and focal length control. This unit represents the foundation of learners' knowledge of camera controls and exposure and as such is the cornerstone of all subsequent photographic units of study requiring production of camera-based images.
FR2D 12: Studio Photography: An Introduction	<ol style="list-style-type: none"> <li>1. Research studio still life and portraiture images.</li> <li>2. Produce simple studio still life and portraiture images.</li> <li>3. Evaluate the processes involved in the production of studio still life and portrait images.</li> </ol>	F8KH 12: Photography: Basic Camera Techniques. J6T4 46: Digital Photography: Basic Digital File Management and Editing. F3GB 11/F3GB 12: Communication.	It is strongly suggested that his unit be delivered in trimester 1. Practical exercises should be set to allow learners opportunities to source, discuss and reflect upon examples of studio still life and studio portrait examples before undertaking practical work.
J6T4 46: Digital Photography: Basic Digital File Management and Editing	<ol style="list-style-type: none"> <li>1. Identify and describe basic camera settings, editing techniques and digital file types.</li> <li>2. Produce, import and save a series of digital camera files.</li> <li>3. Select, edit and save digital images within a given software package.</li> <li>4. Evaluate and compare editing techniques and digital storage options.</li> </ol>	F8KH 12: Photography: Basic Camera Techniques. FR2D 12: Studio Photography: An Introduction. F3GB 11/F3GB 12: Communication.	It is strongly suggested that his unit be delivered in trimester 1. Practical exercises should be set to allow learners opportunities to research and practice basic file management. This unit represents the foundation of learners' knowledge of digital asset management.



**Table 3: NC Photography: example of integration and assessment (continued)**

Unit code and title	Outcomes/Tasks	Integration with other units	Comments on possible delivery
F3GB 11/F3GB 12: Communication	<ol style="list-style-type: none"> <li>1. Pick out the important ideas and supporting detail in a piece of non-fiction writing.</li> <li>2. Evaluate a piece of writing (for example, is it clearly laid out, has the writer chosen an appropriate format, does it contain all the information you would need, does it present both sides of a difficult issue, how complete is the information, is it well structured, does it use appropriate images, and does it contain appropriate vocabulary, including technical words where necessary?)</li> <li>3. Decide whether or not a piece of writing has achieved its aim or purpose, give evidence for your answer.</li> </ol>	<p>F8KH 12: Photography: Basic Camera Techniques.  FR2D 12: Studio Photography: An Introduction.  J6T4 46: Digital Photography: Basic Digital File Management and Editing.  F3GC 11/F3GC 12: Information and Communication Technology.  J6T6 46: Digital Photography: Workflow and Creative Enhancement.</p>	<p>Excellent opportunities for contextualisation and integration with all units.</p>

**Table 3: NC Photography: example of integration and assessment (continued)**

Unit code and title	Outcomes/Tasks	Integration with other units	Comments on possible delivery
F3GC 11/F3GC 12: Information and Communication Technology	<ol style="list-style-type: none"> <li>1. Select and start up application software.</li> <li>2. Use onscreen help to assist you.</li> <li>3. Enter and edit data.</li> <li>4. Locate and integrate information from a range of local or remote data sources.</li> <li>5. Apply a search strategy to find information.</li> <li>6. Evaluate the information found against a set of criteria/ evaluate search strategy.</li> <li>7. Present the information in an appropriate mode.</li> <li>8. Keep data secure.</li> </ol>	F8KH 12: Photography: Basic Camera Techniques. FR2D 12: Studio Photography: An Introduction. J6T4 46: Digital Photography: Basic Digital File Management and Editing. F3GB 11/F3GB 12: Communication. J6T6 46: Digital Photography: Workflow and Creative Enhancement.	Excellent opportunities for contextualisation and integration with all units.
FV1A 12 Photography: Manipulative Processes	<ol style="list-style-type: none"> <li>1. Know and apply the techniques of the main manipulative processes used in monochrome photography to produce images</li> <li>2. Comply with the safe working practices specified for the activity areas.</li> </ol>	F3GF 11: Numeracy. FV1D 12: Monochrome Film Processing and Printing. F8KK 12: Photography: Creative Image Making Techniques.	Excellent opportunities for contextualisation and integration with all units.
J6T6 46: Digital Photography: Workflow and Creative Enhancement	<ol style="list-style-type: none"> <li>1. Research a variety of digital workflow software and approaches.</li> <li>2. Manage digital workflow.</li> <li>3. Creatively enhance and present digital image files.</li> </ol>	F51P 12: Photography: Portraiture Skills. F51T 12: Photography: Magnified Image Skills. F51S 12: Photography: Camera Techniques.	It is strongly suggested that this unit be delivered in trimester 2. Practical exercises should be set to allow learners opportunities to research and practice techniques used to manage a volume of image files and creative enhancement of images.

**Table 3: NC Photography: example of integration and assessment (continued)**

Unit code and title	Outcomes/Tasks	Integration with other units	Comments on possible delivery
F51P 12 Photography: Portraiture Skills	<ol style="list-style-type: none"> <li>1. Research the photographic styles and techniques used in historical and contemporary photographic portraits.</li> <li>2. Produce finished photographic portraits in a studio and on location to a given brief.</li> <li>3. Evaluate the finished photographic portraits.</li> </ol>	J6T6 46: Digital Photography: Workflow and Creative Enhancement.	Practical exercises should be set to allow learners opportunities to source, discuss and reflect upon examples of studio portrait examples before undertaking practical work. Tutor demonstration and explanation of a range of portraiture techniques should underpin all practical work.
F3GF 11 Numeracy	<ol style="list-style-type: none"> <li>1. Analyse situations to identify numerical data and relationships to solve problems.</li> <li>2. Decide what operations to carry out and in what order to solve a problem.</li> <li>3. Use numerical and statistical concepts.</li> <li>4. Carry out sustained calculations or at least one specialized calculation.</li> <li>5. Interpret data for a single complex graphical form</li> <li>6. Select appropriate graphical form and use it to communicate information.</li> </ol>	FV1A 12: Photography: Manipulative Processes. FV1D 12: Monochrome Film Processing and Printing.	The reciprocal relationship of aperture and exposure time, along with the calculation of percentage exposure coefficient could be integrated with both the darkroom units suggested.

**Table 3: NC Photography: example of integration and assessment (continued)**

<b>Unit code and title</b>	<b>Outcomes/Tasks</b>	<b>Integration with other units</b>	<b>Comments on possible delivery</b>
FV1D 12 Monochrome Film Processing and Printing	<ol style="list-style-type: none"> <li>1. Explain the properties and structure of monochrome materials.</li> <li>2. Demonstrate understanding of monochrome processing.</li> <li>3. Produce monochrome prints.</li> </ol>	FV1A 12: Photography: Manipulative Processes. F3GF 11: Numeracy. F8KK 12: Photography: Creative Image Making Techniques.	This unit integrates well with both manipulative process and creative image making techniques. It is strongly advised that his unit follows manipulative process in the curriculum.
F8KK 12 Photography: Creative Image Making Techniques	<ol style="list-style-type: none"> <li>1. Investigate manipulative processes used in photography.</li> <li>2. Produce a series of manipulated images.</li> <li>3. Utilise equipment to produce a series of manipulated images.</li> <li>4. Utilise selected techniques or chemicals to produce manipulated images.</li> </ol>	FV1A 12: Photography: Manipulative Processes FV1D 12: Monochrome Film Processing and Printing	This is a relatively 'low tech' unit that offers an interesting learner experience early in the award structure.
F51T 12 Photography: Magnified Image Skills	<ol style="list-style-type: none"> <li>1. Research magnified image making equipment and techniques.</li> <li>2. Produce a range of magnified images in a studio and on location in response to a given brief.</li> <li>3. Evaluate the finished images.</li> </ol>	J6T6 46: Digital Photography: Workflow and Creative Enhancement F51P 12: Photography: Portraiture Skills F8KK 12: Photography: Creative Image Making Techniques	This unit deals with a specialist photographic area and offers skills and techniques applicable to many illustrative applications.

**Table 3: NC Photography: example of integration and assessment (continued)**

<b>Unit code and title</b>	<b>Outcomes/Tasks</b>	<b>Integration with other units</b>	<b>Comments on possible delivery</b>
F51S 12 Photography: Camera Techniques	<ol style="list-style-type: none"> <li>1. Demonstrate knowledge and understanding of camera techniques.</li> <li>2. Produce photographic images to a given brief.</li> <li>3. Evaluate the finished images.</li> </ol>	<p>J6T6 46 Digital Photography: Workflow and Creative Enhancement.</p> <p>F51P 12: Photography: Portraiture Skills.</p> <p>FV1D 12: Monochrome Film Processing and Printing.</p> <p>F8KK 12: Photography: Creative Image Making Techniques</p> <p>F51T 12: Photography: Magnified Image Skills.</p>	<p>It is strongly suggested that this unit is viewed as an opportunity to consolidate those basic camera techniques gained in trimester 1.</p>
J6T5 46: Digital Photography: Image Preparation for Print and Digital Destination	<ol style="list-style-type: none"> <li>1. Research digital file preparation for print and digital output.</li> <li>2. Review and select a series of digital images for a range of output.</li> <li>3. Prepare and output digital image files.</li> <li>4. Evaluate finished images.</li> </ol>	<p>FR2E 12: Photography: Portfolio Production.</p> <p>F8KJ 12: Photography: Research Project.</p> <p>F5BP 11: Art and design: Web Content.</p>	<p>It is strongly suggested that his unit be delivered in trimester 3. Practical exercises should be set to allow learners opportunities to research and practice techniques used to prepare and print image files. This unit specifically could be integrated with the Research Project and Portfolio Production unit and should contribute considerably to the presentation of the learner's portfolio.</p>
FR2E 12 Photography: Portfolio Production (2 credit unit)	<ol style="list-style-type: none"> <li>1. Research a variety of uses for a photographic portfolio.</li> <li>2. Produce an appropriate photographic portfolio.</li> <li>3. Evaluate the effectiveness of portfolio content and presentation.</li> </ol>	<p>J6T5 46: Digital Photography: Image Preparation for Print and Digital Destination.</p> <p>F8KJ 12: Photography: Research Project.</p> <p>F5BP 11: Art and Design: Web Content.</p>	<p>It is strongly suggested that his unit be delivered in trimester 3. This unit specifically could be integrated with the Image Preparation for Print and Digital Destination, and Research Project unit that could contribute considerably to the quality of the learner's portfolio.</p>

**Table 3: NC Photography: example of integration and assessment (continued)**

Unit code and title	Outcomes/Tasks	Integration with other units	Comments on possible delivery
F8KJ 12 Photography: Research Project	<ol style="list-style-type: none"> <li>1 Investigate and research a theme in photography in response to a given brief.</li> <li>2 Use appropriate photographic techniques, materials, and equipment in response to the given brief.</li> <li>3 Produce and present a folio of finished, annotated work in response to the given brief.</li> <li>4 Evaluate the folio of finished work.</li> </ol>	<p>J6T5 46: Digital Photography: Image Preparation for Print and Digital Destination. FR2E 12: Photography: Portfolio Production. F5BP 11: Art and Design: Web Content.</p>	<p>It is strongly suggested that his unit be delivered in trimester 3. This unit specifically could be integrated with the Image Manipulation and Print, and Portfolio Production unit, providing added time and support to these units.</p>
F5BP 11 Art and Design: Web Content	<ol style="list-style-type: none"> <li>1 Describe a variety of examples of art and design web based content.</li> <li>2 Produce example(s) of art and design web content to a given brief.</li> </ol>	<p>F8KJ 12: Photography: Research Project. FR2E 12: Photography: Portfolio Production.</p>	<p>It is strongly suggested that his unit be delivered in trimester 3. Practical exercises should be set to allow learners opportunities to research and practice web content generation. It is intended to provide learners with a practical opportunity to establish a web presence using content derived from the Portfolio Production and Research Project unit.</p>

## 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:

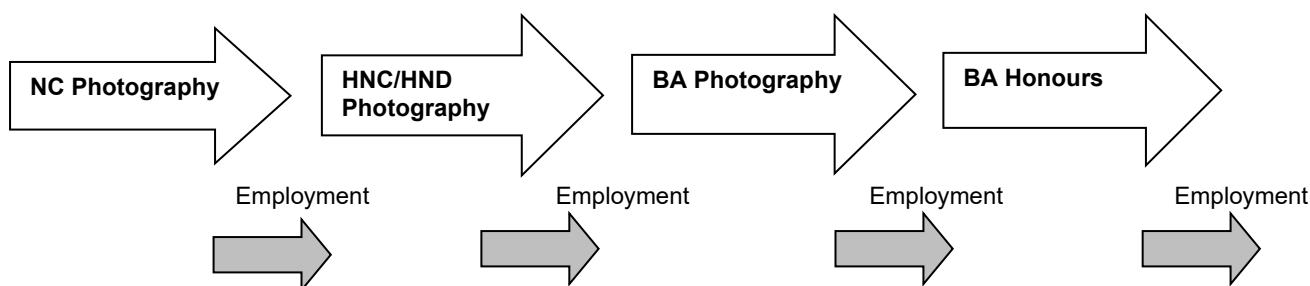
- ◆ HN Graded Units.
- ◆ Course and/or external assessments.
- ◆ Other integrative assessment units (which may or not be graded).
- ◆ Certain types of assessment instruments where the standard may be compromised by not using the same assessment method outlined in the unit.
- ◆ Where there is an existing 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](http://www.sqa.org.uk).

The following sub-sections outline how existing SQA units 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

Well defined progression routes to HNC/HND and subsequently to degree level courses are in place as shown below.



Units within this framework are aligned to a range of National Occupational Standards, specified by Skillset, that reflect the essential, basic skills required by current and future photographic practitioners.

## 6.2.2 Professional recognition

Professional bodies that have endorsed or recognised the value of the National Certificate in photography include the Association of Photographers, British Institute of Professional Photographers and Skillset Scotland. In addition to these, individual practitioners from disciplines as diverse as medical illustration and commercial advertising photography have supported the content and design ethos of the programme.

## 6.3 Opportunities for e-assessment

There may be opportunities for some aspects of the course to be delivered as e-learning and it would be expected that some assessments could be offered via online virtual learning environments. If assessments are delivered in this way, then arrangements must be made to ensure that closed-book assessments are conducted under supervision. Any assessment tasks must be relevant to the intended course aims and specific learning outcomes.

## 6.4 Support materials

A list of existing Assessment Support Packs (ASPs) is available to view on SQA's website.

## 6.5 Resource requirements

Tutors should have an appropriate level of skills, knowledge and understanding of photography to enable them to deliver the units.

Learners should have access to information on photography and suitable examples of photographic images.

Tutors should make learners aware of legal and societal issues relating to photography to ensure that they have an awareness of potential problems or difficulties that they could encounter when taking photographs in specific places or when photographing certain subjects. This could include copyright issues, permissions, and model release.

Learners need to have access to digital single lens reflex (DSLR) cameras and appropriate lenses. For some optional units, learners will need specialist equipment to carry out certain techniques. Further details can be found in the individual unit specifications.

Learners need to have access to a photographic studio and lighting equipment, as well as a range of locations.

The centre will need to ensure that learners have access to appropriate hardware and software to allow them to carry out research, store images and manage their workflow. They will need suitable software to enhance images. Learners will also need access to equipment and materials to enable them to output their images both digitally and as photographic prints.

Learners who are completing optional units based on traditional analogue techniques will need access to suitable film cameras. They will need access to a darkroom and appropriate equipment, chemicals and photographic papers to print their images.

Learners will need a means of compiling and presenting their work.



## 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](http://www.sqa.org.uk/assessmentarrangements).

### Internal and external verification

All assessments used within these qualifications 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](http://www.sqa.org.uk/GuideToAssessment)).

## 8. Glossary of terms

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

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

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

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

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

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

**SCQF:** The Scottish Credit and Qualification Framework (SCQF) provides the national common framework for describing all relevant programmes of learning and qualifications in Scotland. SCQF terminology is used throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at [www.scqf.org.uk](http://www.scqf.org.uk).

**SCQF credit points:** SCQF credit points provide a means of describing and comparing the amount of learning that is required to complete a qualification at a given level of the Framework. One National Unit credit is equivalent to 6 SCQF credit points. One National Unit credit at Advanced Higher and one Higher National Unit credit (irrespective of level) is equivalent to 8 SCQF credit points.

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

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

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

## History of changes

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

**NOTE:** Where a unit is revised by another unit:

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

Version number	Description	Date

## Acknowledgement

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

Template version: August 2022.

## 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.

This National Certificate in Photography at SCQF level 6 will help you to start to develop creative and technical skills in a wide variety of photographic specialisms. This is a practical, project-based course that will allow you to explore and develop your creative and technical skills using a range of equipment, and techniques. You will learn how to work in a photography studio and use a range of different locations to carry out your photography. Subjects you will study include basic camera techniques, digital imaging techniques and software packages, portrait and still life photography, and portfolio presentation skills.

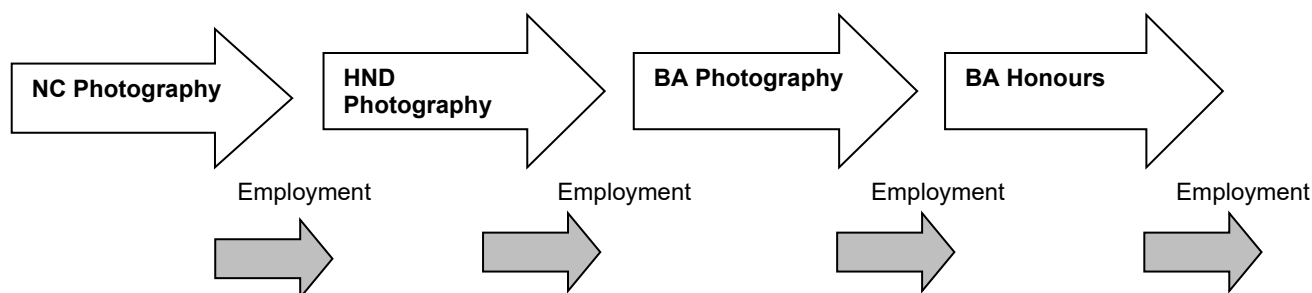
While entry requirements to this course will be decided by the centre delivering the course, it would be helpful if you possessed one of the following:

- ◆ Three National 5 qualifications, ideally including English and Art and Design or Information and Communications Technology (ICT) subject or equivalent.
- ◆ NPA in Photography at SCQF level 5.
- ◆ Higher Photography
- ◆ Work experience in the photo-imaging sector
- ◆ Equivalent qualifications from other countries. If English is not your first language, it is recommended that you possess *English for Speakers of Other Languages* or equivalent qualifications or language skills.

If you do not have any of these but can show an aptitude and interest with examples of your photographic work (portfolio), then you may still have an opportunity to do the course.

### Progression pathways

Completion of this award will help you to progress to further photography study, such as Higher National Certificate (HNC)/Higher National Diploma (HND) level and possibly onward to degree level. Entry to these courses is normally subject to successful portfolio submission and interview and a National Certificate will assist you in preparation of both.



Many learners who have successfully completed a National Certificate in Photography have progressed to HND level Photography courses and have continued their studies to BA honours degree level.

Entry to employment or self-employment as a photographer is more likely upon completion of courses at a higher level. Direct entry to employment after a National Certificate in Photography is likely to be as a trainee or as a photographic assistant.

You will have the opportunity to develop skills that can be applied in many different jobs and career pathways.

### **Mandatory units:**

#### **Digital Photography: Basic Digital File Management and Editing (SCQF level 6)**

In this unit you will learn about basic preparation of camera settings and produce, manage and edit digital camera files using current hardware and software applications. You will develop knowledge and understanding of preparing digital cameras, file types, file management, editing techniques and storage options.

#### **Digital Photography: Workflow and Creative Enhancement (SCQF level 6)**

In this unit you will learn about effective practical management of workflow and the enhancement of digital image files. It will enable you to research current software applications for image enhancement and workflow. You will have opportunities to develop digital asset management skills.

#### **Digital Photography: Image Preparation for Print and Digital Destination (SCQF level 6)**

This unit will enable you to develop the skills and knowledge to successfully prepare digital images for print and for digital destinations. You will research print layouts, paper types, print options and digital destinations and evaluate the effectiveness of the final output.

#### **Photography: Basic Camera Techniques (SCQF level 6)**

In this unit you will find out about the basic techniques involved in photography and develop an understanding of the basic features of digital single lens reflex camera systems. You will develop basic knowledge of exposure, composition and framing through the use of interchangeable lenses and SLR camera equipment. This knowledge will form the basis for all your work in making photographic images.

#### **Studio Photography: An Introduction (SCQF level 6)**

In this unit you will learn about a range of basic studio equipment and techniques. You will learn to use electronic flash equipment and how to work in a photographic studio environment, researching, planning, and making simple studio portrait and still-life images.

#### **Photography: Portraiture Skills (SCQF level 6)**

This unit will enable you to research styles of photographic portraits from both historical and contemporary periods. You will apply knowledge from previous units of study when planning and making a series of your own portraits in a studio and on location. This unit requires you to be reflective and evaluative about your own work, recognising and recording both the strengths and the weaknesses of the images you make.

#### **Photography: Portfolio Production (SCQF level 6)**

In this unit you will work on producing an effective competitive or personal portfolio that will show your practical and creative skills and broad awareness of photographic styles. This unit will be very useful if you wish to apply for courses in photography at a higher level that often require a portfolio and interview for entry.

## **Optional units:**

### **Communication (SCQF level 5/6)**

This unit is about using reading, writing, speaking, and listening skills in situations in your personal life, at work, and in education. It should help you gain a very important set of skills that will help you get the most from your studies in photography and in future employment where effective communication is one of the most important skills required by employers.

### **Information and Communications Technology (SCQF level 5/6)**

This unit is about using information and communications technology (ICT) independently, effectively, and responsibly to access, process, and present information within a range of tasks. This unit will allow you to consolidate and improve your skills in using ICT that you will be asked to use throughout all aspects of your studies and future employment.

### **Numeracy (SCQF level 5)**

This unit is about using numerical skills in everyday settings that involve graphical information, calculations, and solving problems. These skills will be useful in your studies and for your future career where being able to work with numbers will be essential. Additionally, numeracy is a feature of many units of study within photography courses.

### **Art and Design: Web Content (SCQF level 5)**

This unit will introduce you to how visual and text-based material is stored and developed for use on the web. You will learn how your own images can be used in a website or web-publishing.

### **Art and Design: Video Project (SCQF level 6)**

This unit will introduce you to the potential of DSLR camera video and give you a foundation of skills and knowledge in a growing sector of digital photography practice. To help you to understand the technical and creative processes involved you will analyse a brief, carry out research and development stages and produce a video sequence.

### **Photography: Research Project (SCQF level 6)**

This unit you will investigate a photographic theme and use problem solving techniques to produce research material. You will use a range of techniques discovered through your research to carry out and present a completed project. You can discover techniques or approaches that may be new to you and that you have not tried before. You will also reflect on your own work and research.

### **Photography: Creative Image Making Techniques (SCQF level 6)**

This unit will help you to develop a range of image manipulation techniques and gain knowledge of the theory behind them. You will have the chance to develop your creative practice in producing and evaluating your own original and well-planned images.

### **Photography: Reportage (SCQF level 6)**

In this unit you will learn the skills involved in producing a photographic essay or photo story. You will have opportunities to develop a theme and explore different ways of making a visual story that will inform an audience of the issue or subject you decide to document.

### **Photography: Digital Imaging (SCQF level 6)**

This unit will help you to develop knowledge and understanding of a range of basic digital techniques. You will have the opportunity to develop good practice in using digital images generated from a range of sources, and when producing your own original retouched images.

## **Optional units (continued):**

### **Photography: Portraiture Skills (SCQF level 5)**

In this unit you will research styles of photographic portraits from both historical and contemporary periods. You can also apply your knowledge developed in other units of study when planning and making a series of your own portraits in a studio and on location. This unit requires you to be reflective and evaluative about your own work, recognising and recording both the strengths and the weaknesses of the images you make.

### **Photography: Basic Product Imaging (SCQF level 6)**

This unit is designed to allow you to research product-based images and the techniques used to make them. Then, after demonstration and discussion, you will produce your own product images in a studio and on location. The unit requires you to be reflective and evaluative about your own work.

### **Photography: Camera Techniques (SCQF level 6)**

In this unit you will learn about a range of camera techniques. These will include comprehensive knowledge and skills in the use of all features of Single Lens Reflex cameras. You will learn about good practice when producing images and develop your ability to evaluate your own, original and well-planned photography.

### **Photography: Magnified Image Skills (SCQF level 6)**

In this unit you will research magnified image making. You will learn how to apply specialist knowledge, skills, techniques, and equipment to produce magnified images in a studio and on location. The unit requires you to be reflective and evaluative about your own work.

### **Media: Photography (SCQF level 5)**

This unit will introduce you to the variety of ways that photography can be used in the media. You will have the opportunity to study a range of media photographs and to analyse the type, purpose, and compositional features of each. This is a practical unit in which you will have the opportunity to use your knowledge to identify suitable equipment for different types of photography and photograph a range of subjects for media purposes.

### **Photography: An Introduction (SCQF level 5)**

This unit gives you an introduction to the basic principles of photography, including photographic processing. You will develop your confidence in loading and operating a basic 35 mm Single Lens Reflex camera and learn how to process and make enlargements from a black and white film.

### **Monochrome Film Processing and Printing (SCQF level 6)**

In this unit you will learn about the structure of monochrome materials and acquire the basic skills of film processing and printing. This is a practical unit that requires you to shoot, process and make a range of monochrome prints.

### **Photography: Manipulative Processes (SCQF level 6)**

This is a specialist unit that will enable you to learn about manipulative processes and their effects. You will make a range of creatively manipulated photographic images in a traditional darkroom environment.

### **Photography: Location 2 (SCQF level 6)**

This is a specialist unit that will extend your knowledge and skills of location photography techniques and equipment. You will carry out a variety of location photography projects and will have opportunities to practice a range of techniques and use location lighting equipment.

### **Optional units (continued):**

#### **Iconic Images and Influential Photographers (SCQF level 6)**

The purpose of this unit is to introduce you to iconic photographic imagery and renowned influential photographers. You will research iconic photographic imagery and explain the wider impact these images have created. You will research renowned influential photographers and develop knowledge and understanding of how to apply an influential style and technique to the production of your own images. You will evaluate the strengths and weaknesses of a finished image.