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MEDIA DEVELOPER



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ASSESSMENT PACKAGE
National Vocational Certificate Level 3

Version 1 - November, 2019



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ASSESSMENT PACKAGE
National Vocational Certificate Level 3

Version 1 - November, 2019

Title of Qualification: Audio/Video Editor	CS Code:	Level: 3	Version: 1
Competency Standard Title: Audio/Video Editor	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 5 hours' time frame (for practical demonstration & assessment):</p> <p>1. Assessment Task 1: Make a 1 minute promo/show reel as per given assessor instruction</p> <p>And complete:</p> <p>2. Knowledge assessment test (Written or Oral)</p> <p>3. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Make a 1 minute promo/show reel as per given assessor instruction</p> <p>Performance Criteria 1: Review and Collect Storyboard/Script for promo</p> <p>Performance Criteria 2: Draw Thumbnail Sketches for promo</p> <p>Performance Criteria 3: Arrange Footages/Audio promo</p> <p>Performance Criteria 4: Arrange and collect Images promo</p> <p>Performance Criteria 5: Design a layout or graphics for promo</p> <p>Performance Criteria 6: Perform compositing and animate graphics</p> <p>Performance Criteria 7: Create project and Set video format rate, aspect ratio, field</p> <p>Performance Criteria 8: Import videos, graphics, Animated files and Audio and place them in specific folders</p> <p>Performance Criteria 9: Prepare timeline and place audios videos and other data on timeline/sequence</p> <p>Performance Criteria 10: Balance audio of promo</p> <p>Performance Criteria 11: Cut and adjust video clips for promo</p> <p>Performance Criteria 12: Place and sync audio/video for promo</p> <p>Performance Criteria 13: Apply video and audio effects for promo</p> <p>Performance Criteria 14: Add music and sound effects for promo</p> <p>Performance Criteria 15: Perform color treatment of promo</p> <p>Performance Criteria 16: Add video & audio transitions on timeline</p> <p>Performance Criteria 17: Place graphic & animations on timeline</p> <p>Performance Criteria 18: Apply flicker remover and field on graphics</p> <p>Performance Criteria 19: Render timeline and preview</p> <p>Performance Criteria 20: Select output format as per project requirement</p> <p>Performance Criteria 21: Export timeline as per select output format</p> <p>.....</p> <p>Portfolios required at the time of assessment (if any) for Audio/Video Editor</p> <p>Performance criteria 1 for the evaluation of portfolio: Logbook of practical work on photography</p> <p>.....</p>

Assessment Task 1		Description of assessment task 1 Make a 1 minute promo/show reel as per given assessor instruction		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Review and Collect Storyboard/Script for promo			
2	Performance Criteria 2: Draw Thumbnail Sketches for promo			
3	Performance Criteria 3: Arrange Footages/Audio promo			
4	Performance Criteria 4: Arrange and collect Images promo			
5	Performance Criteria 5: Design a layout or graphics for promo			
6	Performance Criteria 6: Perform compositing and animate graphics			
7	Performance Criteria 7: Create project and Set video format rate, aspect ratio, field			
8	Performance Criteria 8: Import videos, graphics, Animated files and Audio and place them in specific folders			
9	Performance Criteria 9: Prepare timeline and place audios videos and other data on timeline/sequence			
10	Performance Criteria 10: Balance audio of promo			
11	Performance Criteria 11: Cut and adjust video clips for promo			
12	Performance Criteria 12: Place and sync audio/video for promo			
13	Performance Criteria 13: Apply video and audio effects for promo			
14	Performance Criteria 14: Add music and sound effects for promo			
15	Performance Criteria 15: Perform color treatment of promo			
16	Performance Criteria 16: Add video & audio transitions on timeline			
17	Performance Criteria 17: Place graphic & animations on timeline			
18	Performance Criteria 18: Apply flicker remover and field on graphics			
19	Performance Criteria 19: Render timeline and preview			
20	Performance Criteria 20: Select output format as per project requirement			
21	Performance Criteria 21: Export timeline as per select output format			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio (if any)		Description of portfolio Logbook of practical work on audio/video editor			
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks	
1	Performance criteria 1: Logbook of practical work on audio/video editor				
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>			

Title of Qualification: Photography	CS Code:	Level: 3	Version: 1
Competency Standard Title: Photography	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 6 Hours' time frame (for practical demonstration & assessment):</p> <p>4. Assessment Task 2: Perform photoshoot given by the assessor on the particular subject in indoor/outdoor.</p> <p>And complete:</p> <p>5. Knowledge assessment test (Written or Oral)</p> <p>6. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	During a practical assessment, under observation by an assessor, you will complete:

Perform photoshoot of assessor given subject in the studio

- Performance Criteria 1: Identify subject's light
- Performance Criteria 2: Identify types of light in studio
- Performance Criteria 3: Prepare location design and Set background
- Performance Criteria 4: Measure intensity of light on location
- Performance Criteria 5: Set selected light equipment & accessories as per photoshoot
- Performance Criteria 6: Develop light pattern
- Performance Criteria 7: Adjust Reflected light
- Performance Criteria 8: Identify and Arrange props as per location design
- Performance Criteria 9: Identify exposure for capturing image of assessor's given subject & technique
- Performance Criteria 10: Adjust ISO for capturing image of assessor's given subject & technique
- Performance Criteria 11: Adjust White-balance/Kalvin for capturing image of assessor's given subject & technique
- Performance Criteria 12: Set metering system for capturing image of assessor's given subject & technique
- Performance Criteria 13: Adjust Shutter Speed for capturing image of assessor's given subject & technique
- Performance Criteria 14: Adjust Aperture for capturing image of assessor's given subject & technique
- Performance Criteria 15: Adjust Adjust depth of field for capturing image of assessor's given subject & technique
- Performance Criteria 16: Capture image of assessor's given subject & technique
- Performance Criteria 17: Review images for editing
- Performance Criteria 18: Create Layout on editing software
- Performance Criteria 19: Apply editing tools for preparing photos as per instruction given by assessor
- Performance Criteria 20: Apply design principles tools for preparing album/portfolio as per instruction given by assessor
- Performance Criteria 21: Save pictures on designated folder

.....

Portfolios required at the time of assessment (if any) for : Logbook of practical work on photography

- Performance criteria 1 for the evaluation of portfolio: Log book of practical work on photography

.....

Continued on following page

During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Identify subject's light			
2	Performance Criteria 2: Identify types of light in studio			
3	Performance Criteria 3: Prepare location design and Set background			
4	Performance Criteria 4: Measure intensity of light on location			
5	Performance Criteria 5: Set selected light equipment & accessories as per photoshoot Performance Criteria 6: Develop light pattern			
6	Performance Criteria 7: Adjust Reflected light			
7	Performance Criteria 8: Identify and Arrange props as per location design			
8	Performance Criteria 9: Identify exposure for capturing image of assessor's given subject & technique			
9	Performance Criteria 10: Adjust ISO for capturing image of assessor's given subject & technique			
10	Performance Criteria 11: Adjust White-balance/Kalvin for capturing image of assessor's given subject & technique			
11	Performance Criteria 12: Set metering system for capturing image of assessor's given subject & technique			
12	Performance Criteria 13: Adjust Shutter Speed for capturing image of assessor's given subject & technique			
13	Performance Criteria 14: Adjust Aperture for capturing image of assessor's given subject & technique			
14	Performance Criteria 15: Adjust Adjust depth of field for capturing image of assessor's given subject & technique			
15	Performance Criteria 16: Capture image of assessor's given subject & technique			
16	Performance Criteria 17: Review images for editing			
17	Performance Criteria 18: Create Layout on editing software			
18	Performance Criteria 19: Apply editing tools for preparing photos as per instruction given by assessor			
19	Performance Criteria 20: Apply design principles tools for preparing album/portfolio as per instruction given by assessor			
20	Performance Criteria 21: Save pictures on designated folder			
21	Performance Criteria 1: Identify subject's light			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio (if any)		Description of portfolio Logbook of practical work on photography		
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>
Reliable <input type="checkbox"/>				
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work on photography			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Photographer	CS Code: 0211001001	Level: 3	Version: 1
Competency Standard Title: Manage Photography Project	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Photographer	CS Code:	Level: 3	Version: 1
Competency Standard Title: Manage Photography Project	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
1. Why work break down structure is important?	to manage time and project.
2. When you divide your work into small packages is called _____	Work break down structure
3. Recce is _____	<ul style="list-style-type: none"> • visiting location before photography event • analyzing location pros & cons before shoot
4. A pre-shoot survey/ exploration of a location for shoot is	<ul style="list-style-type: none"> a. Recce b. Lookout c. Shoot d. Composition
5. is a pre-filming visit to a location to determine its suitability for shooting	recce
6. Access to necessary facilities and assessment of any potential lighting or sound issues include in.....	recce
7. is legal documentation/work permit compulsory for outdoor shoot? Yes/No	yes
8. labeling, indexing and storing data in particular storage derive is called.....	Archive

Question	Candidate's answer
9. labeling date and creating list is called	Indexing

Title of Qualification: Photographer	CS Code: 021100993	Level: 3	Version: 1
Competency Standard Title: Set photographic composition	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
------------------------	--

Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Photographer	CS Code:	Level: 3	Version: 1
Competency Standard Title: Set photographic composition	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
10. What are the basic rule of composition?	Ans. The Basic rule of composition is the art of arranging subject in a frame.
11. Describe Lighting effect in composition?	Any effects of light create a vital effect in composition called lighting effects composition.
12. What is rule of third?	Utilization of one third frame is called rule of third
13. Name any 4 composition techniques	<ul style="list-style-type: none"> • Simplicity (photography) • Symmetrical balance. • Asymmetrical balance. • Radial balance. • Rule of thirds. • Leading lines. • Golden Ratio. • Framing (photography)
14. What are four basic composition rules?	<ul style="list-style-type: none"> • 1st rule is no rule • 2nd rule is you can divide view finder in two parts • 3rd rule is utilization of one third frame • 4th rule is fill the frame

Title of Qualification: Photographer	CS Code: 021100994	Level: 3	Version: 1
Competency Standard Title: Capture Image	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
------------------------	--

Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Photographer	CS Code:	Level: 3	Version: 1
Competency Standard Title: Capture Image	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
15. What is ISO in photography?	Intensity of photo sensor is called ISO.
16. What is white balance?	<ul style="list-style-type: none"> • White balance manages color temperature/contrast • Relative warmth or coolness of white light
17. Name the metering modes	<ul style="list-style-type: none"> • Center weighted metering • Spot metering • Partial metering • 3D matrix metering • Evaluated metering
18. What is the RGB?	RGB stands for Red, Green, and Blue and refers to the three primary colors
19. Combination light bandwidth describe as color theory.	<p>a. True (Correct Answer) b. False</p>
20. _____ is the art of arranging objects in a frame	<p>a. Third Rule b. Composition (Correct Answer) c. ISO d. Kelvin</p>
21. 1 st rule is no rule	<p>a. True (Correct Answer) b. False</p>
22. Describe the exposure?	<ul style="list-style-type: none"> • Exposer is combination of aperture ISO and shutter speed • Light x Time = exposure

Title of Qualification: Photographer	CS Code: 021100995	Level: 3	Version: 1
Competency Standard Title: Edit Photos	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Photographer	CS Code:	Level: 3	Version: 1
Competency Standard Title: Edit Photos	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
23. How do you control the contrast and shade in editing?	Through levels and curves
24. How do you adjust the composition in editing?	The cropping & sizing tools
25. Describe the utilization of filter and shades?	Use the effects tools to get the effect of filter and shades
26. How do you change lighting effects in editing?	By Utilization of contrast and levels

Title of Qualification: Photographer	CS Code: 021100990	Level: 3	Version: 1
Competency Standard Title: Select & Paper work for Exhibition	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
------------------------	--

Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Photographer	CS Code:	Level: 3	Version: 1
Competency Standard Title: Select & Paper work for Exhibition	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
27. Describe techniques to display photograph?	There different ways to display, you can hang on walls, you can display on easel.
28. Define selection of printing method?	Photographic printing, inkjet printing, vinyl canvas printing

Title of Qualification: Audio/Video Editor	CS Code: 021100996	Level: 2	Version: 1
Competency Standard Title: Perform Compositing	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Audio/Video Editor	CS Code:	Level: 2	Version: 1
Competency Standard Title: Perform Compositing	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
29. How many basic types of Layers are in Aftereffects?	a. 10 b. 9 c. 5 d. 6
30. Cameras in aftereffects can work on 2d layers?	a. True b. False
31. We can change composition size and duration any time.	a. True b. False
32. we cannot import audio in aftereffects	a. True b. False
33. 2d layers cannot be changed to 3d in composition.	a. True b. False
34. What is compositing	Compositing is taking multiple elements, from various sources and combining them into one, seamless shot, with the aim of convincing the viewer that all of these separate elements were actually in the same place, at the same time and captured by the same camera.
35. What is title safe action in aftereffects?	Answers: The inner 80 percent of the image is known as title safe . It is used to animate our animation safely so it cannot be cutted on TVs.
36. What is the function of key frames in After Effects?	The function of the key frames is to set parameters for audio, motion, visual effects and many other properties for any image or object by changing them over time.

Question	Candidate's answer
37. What is the different axis you can rotate?	There are three axis x, y and z that picture/object can rotate and to select the axis, you have to click on the right side of one of the three boxes that resides right below the "Tool bar".
38. What is a mask in after effects?	The mask is the technique by which you can select the specific area within the image or picture you want to modify while leaving the rest of the image steady.
39. What is 'ease in' and 'ease out' in after effects?	Slowing down the speed of your moving picture is known as 'ease in' while to bring it back to its original speed is known as 'ease out'.

Title of Qualification: Audio/Video Editor	CS Code: 021100997	Level: 2	Version: 1
Competency Standard Title: Design Graphics	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Audio/Video Editor	CS Code:	Level: 2	Version: 1
Competency Standard Title: Design Graphics	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
40. Which color mode is used for Broadcast Graphics?	b. CMYK b. RGB c. Index d. Lab
41. What does dpi stands for?	b. Digits per inch b. Dots per inch c. decibels per inch
42. Photoshop can not be used for web layout designing.	b. True b. False
43. we can save a image with transparent background in Photoshop.	a. True b. False
44. How many Basic blending modes are in Photoshop?	Answers: 19
45. What Are The Components Of Graphic Design?	Answers: color theory. composition and layout. perspective. typography.
46. What does cropping means?	<i>Cropping</i> is the process of removing portions of a photo to create focus
47. What are Gradients in Photoshop?	Gradient tool is used to create a smooth blending between two or more colors

Question	Candidate's answer
48. What is layer style in Photoshop?	<i>A layer style</i> is one or more effects applied to a <i>layer</i> or <i>layer</i> group
49. What are smart Objects in Photoshop?	<i>Smart Objects</i> are layers that contain image data from raster or vector images. <i>Smart Objects</i> preserve an image's source content with all its original characteristics, enabling you to perform nondestructive editing to the layer.

Title of Qualification: Audio/Video Editor	CS Code: 021100998	Level: 2	Version: 1
Competency Standard Title: Mix Sound	Assessment Date (DD/MM/YY):		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Title of Qualification: Audio/Video Editor	CS Code:	Level: 2	Version: 1
Competency Standard Title: Mix Sound	Assessment Date (DD/MM/YY):		

WRITTEN ASSESSMENT

Question	Candidate's answer
1. What Is An Audio Interface?	An audio interface is a piece of hardware that expands and improves the sonic capabilities of a computer. Some audio interfaces give you the ability to connect professional microphones, instruments and other kinds of signals to a computer, and output a variety of signals as well. Basically it is an external sound card
2. What are the basic format of sound?	<ul style="list-style-type: none"> ▪ <u>MP3</u> The most popular audio format, (also known as MPEG-3) MP3 is a lossy format playable on many devices and programs. However, due to numerous involved patents, some programs, especially open source or independently developed programs, cannot handle MP3 files as the developers do not have the resources to pay the necessary royalties. ▪ <u>WAV</u> The default uncompressed audio format on Windows, also playable in most programs. WAV is a higher quality format than MP3, so it uses more storage.
3. What is bitrate?	Bit Rate refers to the audio quality of the stream. It is measured in Kilobitspersec(kbps or k). Bit rate is no of bits (data) encoded per second or the no. of bits transmitted or received per second. Higher the bit rate with more sampling rate, requires high bandwidth and produces good audio quality. Low bit rates refer to smaller file size and less bandwidth with a drop in audio quality. For good quality music usually 64–128kbps(96kbps+ recommended) bit rate is preferred.
4. What is console?	In sound recording and reproduction, and sound reinforcement systems, a mixing console is an electronic device for combining sounds of many different audio signals. frames

Question	Candidate's answer
<p>5. What is Sound and What is Noise?</p>	<p>Sound is a form of energy that is transmitted by pressure variations which the human ear can detect. When one plays a musical instrument, say a guitar, the vibrating chords set air particles into vibration and generate pressure waves in the air. A person nearby may then hear the sound of the guitar when the pressure waves are perceived by the ear. Sound can also travel through other media, such as water or steel.</p> <p>Apart from musical instruments, sound can be produced by many other sources - man's vocal cord, a running engine, a vibrating loudspeaker diaphragm, an operating machine tool, and so on. Click on the demo buttons and you will hear the noise from different sources.</p> <p>Noise is unwanted sound. Usually the sound of a violin is referred to as music - is something pleasing. Depending on other factors, the sound may be perceived as noise.</p> <p>Noise perception is subjective. Factors such as the magnitude, characteristics, duration, and time of occurrence may affect one's subjective impression of the noise.</p>
<p>6. What are effects?</p>	<p>Sound effects or audio effects are artificially created or enhanced sounds, or sound processes used to emphasize artistic or other content of movies, video games, music, or other media.</p>
<p>7. What is audio mixing?</p>	<p>Audio mixing is the process by which multiple sounds are combined into one or more <u>channels</u>. In the process, a source's volume level, <u>frequency content</u>, <u>dynamics</u>, and <u>panoramic position</u> are manipulated or enhanced. This practical, aesthetic, or otherwise creative treatment is done in order to produce a finished version that is appealing to listeners.</p> <p>Audio mixing is practiced for music, film, television and live sound. The process is generally carried out by a <u>mixing engineer</u> operating a <u>mixing console</u> or <u>digital audio workstation</u>.</p>
<p>8. What is tracking and Voice over recording?</p>	<p>Tracking is essentially the process of recording songs. The name comes from the fact that each instrument is recorded individually and given it's own "track" in the mix, so that the balance and sound of each can be controlled later. Originally, "track" referred to a thin width of analogue tape, today it usually means a file on a hard drive. Performances can be "live", with all the musicians playing at once; one instrument at a time; or a mixture of the two.</p> <p>Same as Voice over recording are just simple Vocals or narration as compare to tracking</p>
<p>9. Describe 1 Audio recording software and why you find it good for recording?</p>	<p>Adobe Audition, Mix Craft 8, FL Studio, CuBase, Reaper, Luventio</p>

Title of Qualification: Photographer	CS Code: 021100992	Level: 3	Version: 1
Competency Standard Title: Manage Customer Services & Sales	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 3 hours' time frame (for practical demonstration & assessment):</p> <p>7. Assessment Task 1: Prepare customer profile on give format 1 as per assessor instructions</p> <p>8. Assessment Task 2: Perform role play to make sales as per scenario given by assessor</p> <p>9. Assessment Task 3: Perform role pay to handle annoyed customer as per scenario given by assessor</p> <p>And complete:</p> <p>10. Knowledge assessment test (Written or Oral)</p> <p>11. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Prepare customer profile as assessor instructions.</p> <p>Performance Criteria 1: Gather data for prospecting through internet</p> <p>Performance Criteria 2: Identify need of Services/Product of potential customer</p> <p>Performance Criteria 3: Prepare prospect profile on given format 1</p> <p>.....</p>
	<p>Perform role play to make sales as per given scenario by assessor</p> <p>Performance Criteria 1: Identify customer needs</p> <p>Performance Criteria 2: Identify the potential opportunities</p> <p>Performance Criteria 3: Pitch service to client</p> <p>Performance Criteria 4: Negotiate deal</p> <p>Performance Criteria 5: Close the sales opportunity</p> <p>.....</p>
	<p>Perform role play to handle difficult customer as per given scenario by assessor</p> <p>Performance Criteria 1: Record customer's demands / complaints attentively.</p> <p>Performance Criteria 2: Use simple, clear and assertive language during interaction</p> <p>Performance Criteria 3: Gather information about customer's demands & need</p> <p>Performance Criteria 4: Coordinate with others to resolve customer issues</p> <p>Performance Criteria 5: Collect customer feedback</p> <p>.....</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for manage customer services & sales</p> <p>.....</p>

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)

Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓		✓		
Knowledge Assessment	✓	✓					
Other Requirement				✓			

Each Assessment Task (with performance criteria)

Assessment Task 1	Description of assessment task 1 Prepare customer profile on give format 1 as per assessor instructions
-------------------	--

During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Gather data for prospecting through internet			
2	Performance Criteria 2: Identify need of Services/Product of potential customer			
3	Performance Criteria 3: Prepare prospect profile on given format 1			

Competent <input type="checkbox"/>	Not Yet Competent <input type="checkbox"/>
------------------------------------	--

Assessment Task 2	Description of assessment task 2 Perform role play to make sales as per given scenario by assessor
-------------------	---

During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Identify customer needs			
2	Performance Criteria 2: Identify the potential opportunities			
3	Performance Criteria 3: Pitch service to client			
4	Performance Criteria 4: Negotiate deal			

Competent <input type="checkbox"/>	Not Yet Competent <input type="checkbox"/>
------------------------------------	--

Assessment Task 3		Description of assessment task 3 Perform role play to handle annoyed customer as per scenario given by assessor		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Record customer's demands / complaints attentively.			
2	Performance Criteria 2: Use simple, clear and assertive language during interaction			
3	Performance Criteria 3: Gather information about customer's demands & need			
4	Performance Criteria 4: Coordinate with others to resolve customer issues			
5	Performance Criteria 5: Collect customer feedback			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio 1		Description of portfolio Logbook of practical work on manage customer services & sales			
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks	
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for manage customer services & sales				
				
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>			

Title of Qualification: Photographer	CS Code: 0211001001	Level: 3	Version: 1
Competency Standard Title: Manage Photography Project	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 3 Hours' time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> Assessment Task 1: Prepare a photography project concept as assessor's instructions Assessment Task 2: Prepare project work breakdown chart and key activities schedule of developed project concept Assessment Task 3: Prepare Legal documents required in developing photography project <p>And complete:</p> <ol style="list-style-type: none"> Knowledge assessment test (Written or Oral) Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Prepare a photography project concept as assessor's instructions</p> <p>Performance Criteria 1: Identify scope of project Performance Criteria 1: Gather information for the project Performance Criteria 2: Identify the project requirements Performance Criteria 3: Develop project theme</p> <p>.....</p>
	<p>Prepare project work breakdown chart and key activities schedule of developed project concept</p> <p>Performance Criteria 1: Determine duration & tasks of project Performance Criteria 1: Prepare project work breakdown chart Performance Criteria 2: Prepare key activity schedule</p> <p>.....</p>
	<p>Prepare Legal documents required in developed photography project</p> <p>Performance Criteria 1: Identify Legal document requirement for developed photography project Performance Criteria 1: Prepare legal documents required in developed photography project.</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for Manage Photography Project</p> <p>.....</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							
Assessment Task 1			Description of assessment task 1 Prepare a photography project concept as assessor's instructions				
During the practical assessment, candidate demonstrated the following:					Yes	No	Remarks
1	Performance Criteria 1: Identify scope of project						
2	Performance Criteria 1: Gather information for the project						
3	Performance Criteria 2: Identify the project requirements						
4	Performance Criteria 3: Develop project theme						
Competent <input type="checkbox"/>				Not Yet Competent <input type="checkbox"/>			

Each Assessment Task (with performance criteria)				
Assessment Task 2		Description of assessment task 1 Prepare project work breakdown chart and key activities schedule of developed project concept.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Determine duration & tasks of project			
2	Performance Criteria 1: Prepare project work breakdown chart			
3	Performance Criteria 2: Prepare key activity schedule			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Each Assessment Task (with performance criteria)				
Assessment Task 3		Description of assessment task 1 Prepare Legal documents required in developed photography project.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Identify Legal document requirement for developed photography project			
2	Performance Criteria 1: Prepare legal documents required in developed photography project.			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio 1		Description of portfolio Logbook of practical work on Manage Photography Project		
Current <input type="checkbox"/>	Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for manage photography project.			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Photographer	CS Code: 021100993	Level: 3	Version: 1
Competency Standard Title: Set photographic composition	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 1 Hour time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> Assessment Task 1: Set photographic compositions as per instructions given by assessors. <p>And complete:</p> <ol style="list-style-type: none"> Knowledge assessment test (Practical) Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Set photographic compositions as per instructions given by assessors.</p> <p>Performance Criteria 1: Prepare location design and Set background for photographic composition</p> <p>Performance Criteria 2: Identify and Arrange props as per location design</p> <p>Performance Criteria 3: identify subjects Synchronize subject with Light</p> <p>Performance Criteria 4: Identify frame and compositions angles as per assessor instructions</p> <p>Performance Criteria 5: Use light angles according to compositions</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for Set photographic composition</p> <p>.....</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							
Assessment Task 1			Description of assessment task 1 Set photographic compositions as per instructions given by assessors.				
During the practical assessment, candidate demonstrated the following:					Yes	No	Remarks
1	Performance Criteria 1: Prepare location design and Set background for photographic composition						
2	Performance Criteria 2: Identify and Arrange props as per location design						
3	Performance Criteria 3: identify & synchronize subjects with lights						
4	Performance Criteria 4: Identify frame and compositions angles as per assessor instructions						
5	Performance Criteria 5: Use light angles according to as per assessor given instructions						
Competent <input type="checkbox"/>			Not Yet Competent <input type="checkbox"/>				

Portfolio 1		Description of portfolio Logbook of practical work on Set photographic composition		
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>		Authentic <input type="checkbox"/>
		Valid <input type="checkbox"/>		Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for Set photographic composition			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Photographer	CS Code: 021100989	Level: 3	Version: 1
Competency Standard Title: Set up light, equipment & accessories for photography	Assessment Date (DD/MM/YY):		

Candidate Details	Name:
	Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 2 hours' time frame (for practical demonstration & assessment):</p> <p>14. Assessment Task 1: Setup light for photography as per instructions given by assessors</p> <p>And complete:</p> <p>15. Knowledge assessment test (Practical)</p> <p>16. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Setup light for photography as per instructions given by assessors.</p> <p>Performance Criteria 1: Identify subject's light</p> <p>Performance Criteria 2: Identify types of light on location</p> <p>Performance Criteria 3: Measure intensity of light on location</p> <p>Performance Criteria 4: Select light equipment & accessories as per instructions given by assessors</p> <p>Performance Criteria 5: Set selected light equipment & accessories</p> <p>Performance Criteria 6: Discover Light Angles</p> <p>Performance Criteria 7: Develop light pattern</p> <p>Performance Criteria 8: Adjust Reflected light</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for carryout setup light, equipment & accessories for photography</p> <p>.....</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							
Assessment Task 1			Description of assessment task 1 Setup light for photography as per instructions given by assessors				
During the practical assessment, candidate demonstrated the following:					Yes	No	Remarks
1	Performance Criteria 1: Identify subject's light						
2	Performance Criteria 2: Identify light's types on location						
3	Performance Criteria 3: Measure intensity of light on location						
4	Performance Criteria 4: Select light equipment & accessories as per instructions given by assessors						
5	Performance Criteria 5: Set selected light equipment & accessories						
6	Performance Criteria 6: Discover Light Angles						
7	Performance Criteria 7: Develop light pattern						
8	Performance Criteria 8: Adjust Reflected light						
Competent <input type="checkbox"/>				Not Yet Competent <input type="checkbox"/>			

Portfolio 1		Description of portfolio Logbook of practical work on setup lights, equipment, & accessories for photography		
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>		Authentic <input type="checkbox"/>
		Valid <input type="checkbox"/>		Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work on setup lights, equipment, & accessories for photography			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Photographer	CS Code: 021100994	Level: 3	Version: 1
Competency Standard Title: Capture Image	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 3 hours' time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> Assessment Task 1: Capture images as per assessor's given subject & technique <p>And complete:</p> <ol style="list-style-type: none"> Knowledge assessment test (Practical) Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Capture images of assessor's given subject & technique</p> <p>Performance Criteria 1: Identify & select camera, lenses and accessories for the capturing image</p> <p>Performance Criteria 2: Prepare camera for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 3: Identify exposure for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 4: Set metering system for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 5: Adjust light for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 6: Adjust ISO for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 7: Adjust White-balance/Kalvin for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 8: Adjust Shutter Speed for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 9: Adjust Aperture for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 10: Adjust Adjust depth of field for capturing image of assessor's given subject & technique</p> <p>Performance Criteria 11: Capture image of assessor's given subject & technique</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for Capture Image</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							

Assessment Task 1		Description of assessment task 1 Capture images as per assessor's given subject & technique		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Identify & select camera, lenses and accessories for the capturing image			
2	Performance Criteria 2: Prepare camera for capturing image of assessor's given subject & technique			
3	Performance Criteria 3: Identify exposure for capturing image of assessor's given subject & technique			
4	Performance Criteria 4: Set metering system for capturing image of assessor's given subject & technique			
5	Performance Criteria 5: Adjust light for capturing image of assessor's given subject & technique			
6	Performance Criteria 6: Adjust ISO for capturing image of assessor's given subject & technique			
7	Performance Criteria 7: Adjust White-balance/Kalvin for capturing image of assessor's given subject & technique			
8	Performance Criteria 8: Adjust Shutter Speed for capturing image of assessor's given subject & technique			
9	Performance Criteria 9: Adjust Aperture for capturing image of assessor's given subject & technique			
10	Performance Criteria 10: Adjust Adjust depth of field for capturing image of assessor's given subject & technique			
11	Performance Criteria 11: Capture image of assessor's given subject & technique			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio 1		Description of portfolio Logbook of practical work on Capture Image		
Current <input type="checkbox"/>	Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for Capture Image			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Photographer	CS Code: 021100995	Level: 3	Version: 1
Competency Standard Title: Edit Photos	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the 3 hours' time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> 1. Assessment Task 1: Prepare album/portfolio as per instructions given by assessors. <p>And complete:</p> <ol style="list-style-type: none"> 2. Knowledge assessment test (Practical) 3. Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation of assessor, you will complete:</p> <p>Prepare album/portfolio as per instructions given by assessors</p> <p>Performance Criteria 1: Review images</p> <p>Performance Criteria 2: Set workspace on editing software</p> <p>Performance Criteria 3: Set image size on editing software</p> <p>Performance Criteria 4: Create Layout on editing software</p> <p>Performance Criteria 5: Manage layers on editing software</p> <p>Performance Criteria 6: Apply editing tools for preparing album/portfolio as per instruction given by assessor</p> <p>Performance Criteria 7: Apply design principles tools for preparing album/portfolio as per instruction given by assessor</p> <p>Performance Criteria 8: Use editing techniques for preparing album/portfolio as per instruction given by assessor</p> <p>Performance Criteria 9: Apply filter for preparing album/portfolio as per instruction given by assessor.</p> <p>Performance Criteria 10: Refine image</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for Edit Photos</p> <p>.....</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							

Assessment Task 1		Description of assessment task 1 Prepare album/portfolio as per instructions given by assessors.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Review images			
2	Performance Criteria 2: Set workspace on editing software			
3	Performance Criteria 3: Set image size on editing software			
4	Performance Criteria 4: Create Layout on editing software			
5	Performance Criteria 5: Manage layers on editing software			
6	Performance Criteria 6: Apply editing tools for preparing album/portfolio as per instruction given by assessor			
7	Performance Criteria 7: Apply design principles tools for preparing album/portfolio as per instruction given by assessor			
8	Performance Criteria 8: Use editing techniques for preparing album/portfolio as per instruction given by assessor			
9	Performance Criteria 9: Apply filter for preparing album/portfolio as per instruction given by assessor.			
10	Performance Criteria 10: Refine image			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio 1		Description of portfolio Logbook of practical work on Edit Photos		
Current <input type="checkbox"/>	Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for Edit Photos			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Photographer	CS Code: 021100990	Level: 3	Version: 1
Competency Standard Title: Select & Prepare work for exhibition	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the 1 week time frame (for practical demonstration & assessment):</p> <p>Assessment Task 1: Select & prepare work for exhibition as per assessor given theme</p> <p>And complete:</p> <p>4. Knowledge assessment test (Practical) Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Select & prepare work for exhibition as per assessor given theme.</p> <p>Performance Criteria 1: Identify type of exhibition</p> <p>Performance Criteria 2: Prepare exhibition plan</p> <p>Performance Criteria 3: Select photograph as per theme</p> <p>Performance Criteria 4: Prepare work for exhibition</p> <p>Performance Criteria 5: Design Invitation for exhibition</p> <p>Performance Criteria 6: Promote your exhibition</p> <p>Performance Criteria 7: Display work as per exhibition theme</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for select & prepare for exhibition</p> <p>.....</p>

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							
Assessment Task 1			Description of assessment task 1 Select & prepare work for exhibition as per assessor given theme				
During the practical assessment, candidate demonstrated the following:					Yes	No	Remarks
1	Performance Criteria 1: Identify type of exhibition						
2	Performance Criteria 2: Prepare exhibition plan						
3	Performance Criteria 3: Select photograph as per theme						
4	Performance Criteria 4: Prepare work for exhibition						
5	Performance Criteria 5: Design Invitation for exhibition						
6	Performance Criteria 6: Promote your exhibition						
7	Performance Criteria 7: Display work as per exhibition theme						
Competent <input type="checkbox"/>			Not Yet Competent <input type="checkbox"/>				

Portfolio 1		Description of portfolio Logbook of practical work on Select & Paper work for Exhibition			
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks	
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for Select & Prepare work for exhibition				
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>			

Title of Qualification: Audio/Video Editor	CS Code: 021100991	Level: 3	Version: 1
Competency Standard Title: Develop Library	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 3 Hours' time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> Assessment Task 1: Develop library for audio/video editing as per assessor's instructions. <p>And complete:</p> <ol style="list-style-type: none"> Knowledge assessment test (practical) Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Develop library for audio/video editing as per assessor's instructions.</p> <p>Performance Criteria 1: Collect & review storyboard/script, video tapes and log Sheets</p> <p>Performance Criteria 2: Prepare stock footage record</p> <p>Performance Criteria 3: Create Project Library into system</p> <p>Performance Criteria 4: Organize stock footage in respective folder</p> <p>Performance Criteria 5: grab video for library</p> <p>Performance Criteria 6: grab audio for library</p> <p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for Develop Library</p>

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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							
Assessment Task 1			Description of assessment task 1 Develop library for audio/video editing as per assessor's instructions.				
During the practical assessment, candidate demonstrated the following:					Yes	No	Remarks
1	Performance Criteria 1: Collect & review storyboard/script, video tapes and log Sheets						
2	Performance Criteria 2: Prepare stock footage record						
3	Performance Criteria 3: Create Project Library into system						
4	Performance Criteria 4: Organize stock footage in respective folder						
5	Performance Criteria 5: grab video for library						
6	Performance Criteria 6: grab audio for library						
Competent <input type="checkbox"/>				Not Yet Competent <input type="checkbox"/>			

Portfolio 1		Description of portfolio Logbook of practical work on Develop Library		
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>
		Reliable <input type="checkbox"/>		
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for Develop Library			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Audio/Video Editor	CS Code: 021100996	Level: 3	Version: 1
Competency Standard Title: Perform Compositing	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 03 hours' time frame (for practical demonstration & assessment):</p> <p>17. Assessment Task 1: Animate an Opening Title as per instructions given by assessors.</p> <p>And complete:</p> <p>18. Knowledge assessment test (Practical)</p> <p>19. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Animate an Opening Title as per instructions given by assessors.</p> <p>Performance Criteria 1: Identify instructions & specification for compositing</p> <p>Performance Criteria 2: Arrange data (images, Elements) as per project brief</p> <p>Performance Criteria 3: Create and Save Project</p> <p>Performance Criteria 4: Set Composition Duration, Select video format, frame rate, resolution</p> <p>Performance Criteria 5: Import Layout into project.</p> <p>Performance Criteria 6: Place layout into composition</p> <p>Performance Criteria 7: Work with 2D/3D layers and Cameras</p> <p>Performance Criteria 8: Use key frames and Apply effects on layers.</p> <p>Performance Criteria 9: Add supporting Elements if needed.</p> <p>Performance Criteria 10: Animate Logo as given assessor's instructions</p> <p>Performance Criteria 11: Perform compositing</p> <p>Performance Criteria 12: Set output format and Perform render.</p>
	<p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for Perform Compositing</p> <p>.....</p>

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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							

Assessment Task 1		Description of assessment task 1 Animate an Opening Title as per instructions given by assessors.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Identify instructions & specification for compositing			
2	Performance Criteria 2: Arrange data (images, Elements) as per project brief			
3	Performance Criteria 3: Create and Save Project			
4	Performance Criteria 4: Set Composition Duration, Select video format, frame rate, resolution			
5	Performance Criteria 5: Import Layout into project.			
6	Performance Criteria 6: Place layout into composition			
7	Performance Criteria 7: Work with 2D/3D layers and Cameras			
8	Performance Criteria 8: Use key frames and Apply effects on layers.			
9	Performance Criteria 9: Add supporting Elements if needed.			
10	Performance Criteria 10: Animate Logo as per requirement			
11	Performance Criteria 11: Perform compositing			
12	Performance Criteria 12: Set output format and Perform render			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio 1		Description of portfolio Logbook of practical work on Perform Compositing		
Current <input type="checkbox"/>	Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for Perform Compositing			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Audio/Video Editor	CS Code: 021100997	Level: 3	Version: 1
Competency Standard Title: Design Graphics	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 3 Hours; time frame (for practical demonstration & assessment):</p> <p>20. Assessment Task 1: Design a Title Layout as per instructions given by assessors.</p> <p>And complete:</p> <p>21. Knowledge assessment test (Practical)</p> <p>22. Portfolios at the time of assessment (if any)</p>
	<p>Design a Title Layout as per instructions given by assessors.</p> <p>Performance Criteria 1: Identify instructions & specifications for Layout, Performance Criteria 2: Identify objective and prepare notes of Layout Performance Criteria 3: Draw Thumbnail Sketches Performance Criteria 4: Arrange and collect Images if needed Performance Criteria 5: Select software and Set Size, Resolution and Color Mode Performance Criteria 6: Select tools on graphic designing software Performance Criteria 7: Perform cropping, Color treatment on Images. Performance Criteria 8: Create objects, elements using different techniques Performance Criteria 9: Add Logo and other necessary stuff. Performance Criteria 10: Use Layer Styles, masking, blending modes, Filters techniques Performance Criteria 11: Create layout Performance Criteria 12: Save final Output as per requirement</p> <p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for Design Graphics </p>

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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							

Assessment Task 1		Description of assessment task 1 Design a Title Layout as per instructions given by assessors.		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Identify instructions & specifications for Layout,			
2	Performance Criteria 2: Identify objective and prepare notes of Layout			
3	Performance Criteria 3: Draw Thumbnail Sketches			
4	Performance Criteria 4: Arrange and collect Images if needed			
5	Performance Criteria 5: Select Proper software and Set Size, Resolution and Color Mode			
6	Performance Criteria 6: select proper tools on graphic designing software			
7	Performance Criteria 7: Perform cropping, Color treatment on Images.			
8	Performance Criteria 8: Create objects, elements using different techniques			
9	Performance Criteria 9: Add Logo and other necessary stuff.			
10	Performance Criteria 10: Use Layer Styles, masking, blending modes, Filters techniques			
11	Performance Criteria 11: Create layout			
12	Performance Criteria 12: Save final Output as per requirement			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio 1		Description of portfolio Logbook of practical work on Design Graphics		
Current <input type="checkbox"/>	Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for Design Graphics			
			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Audio/Video Editor	CS Code: 021100998	Level: 3	Version: 1
Competency Standard Title: Mix Sound	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 3 Hours' time frame (for practical demonstration & assessment):</p> <p>23. Assessment Task 1: Record & mix audio file as per assessor's given instructions</p> <p>And complete:</p> <p>24. Knowledge assessment test (practical)</p> <p>25. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Record & mix audio file as per assessor given instructions</p> <p>Performance Criteria 1: Prepare sound equipment & channels for recording audio</p> <p>Performance Criteria 2: Record sound as per assessor given instructions</p> <p>Performance Criteria 3: Set project format as per project requirement</p> <p>Performance Criteria 4: Load audio layers on sequence</p> <p>Performance Criteria 5: Perform audio treatment</p> <p>Performance Criteria 6: Perform audio editing</p> <p>Performance Criteria 7: Apply audio filter as per project requirement</p> <p>Performance Criteria 8: Perform audio mixing</p> <p>Performance Criteria 9: Select output format as project requirement</p> <p>Performance Criteria 10: Render final project</p> <p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for mix sound</p>

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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Nature of Activity							
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			
Each Assessment Task (with performance criteria)							
Assessment Task 1			Description of assessment task 1 Record & mix audio file as per assessor given instructions				
During the practical assessment, candidate demonstrated the following:					Yes	No	Remarks
1	Performance Criteria 1: Prepare sound equipment & channels for recording audio						
2	Performance Criteria 2: Record sound as per assessor given instructions						
3	Performance Criteria 3: Set project format as per project requirement						
4	Performance Criteria 4: Load audio layers on sequence						
5	Performance Criteria 5: Perform audio treatment						
6	Performance Criteria 6: Perform audio editing						
7	Performance Criteria 7: Apply audio filter as per project requirement						
8	Performance Criteria 8: Perform audio mixing						
9	Performance Criteria 9: Select output format as project requirement						
10	Performance Criteria 10: Render final project						
Competent <input type="checkbox"/>				Not Yet Competent <input type="checkbox"/>			

Portfolio 1		Description of portfolio Logbook of practical work on mix sound			
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>	Authentic <input type="checkbox"/>	Valid <input type="checkbox"/>	Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks	
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for mix sound				
				
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>			

Title of Qualification: Audio/Video Editor	CS Code: 021100999	Level: 3	Version: 1
Competency Standard Title: Carryout Non-Linear Editing	Assessment Date (DD/MM/YY):		

Candidate Details	Name: Registration/Roll Number:
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within 3 hours' time frame (for practical demonstration & assessment):</p> <p>26. Assessment Task 1: Edit a package as per instruction given by assessor</p> <p>And complete:</p> <p>27. Knowledge assessment test (practical)</p> <p>28. Portfolios at the time of assessment (if any)</p>
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Edit a package as per instructions given by assessors.</p> <p>Performance Criteria 1: Select preset/mode of project</p> <p>Performance Criteria 2: Set project properties for editing package</p> <p>Performance Criteria 3: prepare timeline in project for editing package</p> <p>Performance Criteria 4: Import videos, graphics & animations for editing package</p> <p>Performance Criteria 5: Set video, audio & animation sequence on project for editing package</p> <p>Performance Criteria 6: Balance audio in project for editing package</p> <p>Performance Criteria 7: Perform color treatment in project for editing package</p> <p>Performance Criteria 8: Perform rough-cut in project for editing package</p> <p>Performance Criteria 9: Review timeline for editing package</p> <p>Performance Criteria 10: Add video & audio transitions on timeline</p> <p>Performance Criteria 11: Perform sharp cut on timeline on project for editing package</p> <p>Performance Criteria 12: Perform timeline rendering</p> <p>Performance Criteria 13: Select output format of project</p> <p>Performance Criteria 14: Export timeline as per select output format</p> <p>Portfolios required at the time of assessment (if any) for</p> <p>Performance criteria 1: Log book of practical work for carryout non-liner editing</p> <p>.....</p>

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Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:.....
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:.....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement				✓			

Each Assessment Task (with performance criteria)				
Assessment Task 1		Description of assessment task 1 Edit a package as per instruction by assessor		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1	Performance Criteria 1: Select preset/mode of project			
2	Performance Criteria 2: Set project properties for editing package			
3	Performance Criteria 3: prepare timeline in project for editing package			
4	Performance Criteria 4: Import videos, graphics & animations for editing package			
5	Performance Criteria 5: Set video, audio & animation sequence on project for editing package			
6	Performance Criteria 6: Balance audio in project for editing package			
7	Performance Criteria 7: Perform color treatment in project for editing package			
8	Performance Criteria 8: Perform rough-cut in project for editing package			
9	Performance Criteria 9: Review timeline for editing package			
10	Performance Criteria 10: Add video & audio transitions on timeline			
11	Performance Criteria 11: Perform sharp cut on timeline on project for editing package			
12	Performance Criteria 12: Perform timeline rendering			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Portfolio 1		Description of portfolio Logbook of practical work on carryout non-liner editing		
Current <input type="checkbox"/>		Sufficient <input type="checkbox"/>		Authentic <input type="checkbox"/>
		Valid <input type="checkbox"/>		Reliable <input type="checkbox"/>
Portfolio meet the following performance standards:		Yes	No	Remarks
1	Performance criteria 1 for the evaluation of portfolio: Log book of practical work for carryout non-liner editing			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

