Australian Government

Department of Education, Employment and Workplace Relations

CUECIN01C Receive and assemble film

Revision Number: 1

CUECIN01C Receive and assemble film

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the skills and knowledge required to take delivery of film, check its condition and assemble a full cinema program using appropriate splicing techniques.
	No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Application of the Unit

Application of the unit	A cinema projectionist applies the skills and knowledge outlined in this unit which deals specifically with film of varying gauges, e.g. 16mm, 35 mm. Typically they would be working in a commercial cinema complex, where shift work is common.
	This unit has strong linkages to the following units and combined assessment and/or training is recommended:
	• CUECIN02C Prepare film for screening
	• CUECIN03C Screen the film
	• CUECIN04C Prepare film for dispatch
	• CUSOHS301A Follow occupational health and safety procedures.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Receive film	1.1. Take delivery of *film* and check to ensure that all *film reels* have been received for the film to be screened
	1.2. Store all *freight* cans or boxes appropriately
	1.3. Identify the deadline for assembling the film in consultation with relevant colleagues, and plan work accordingly
2. Check film	2.1. Handle the film appropriately to avoid *damage* during assembly
	2.2. Check all reels for consistent winding
	2.3. Check the film condition for damage using appropriate *film inspection techniques*
	2.4. *Repair* film as required and/or request replacement film from *appropriate sources*
	2.5. Check existing splices to ensure they are clean and will hold under pressure and replace as required
	2.6. Identify *screening ratio* and *sound format* of the film to ensure that the film is screened correctly
	2.7. Check that subtitles are on the film in the relevant language, if required, and ensure that they are positioned correctly on the screen
3. Assemble film program	3.1. Read and correctly interpret labels and other film information during the assembly process
	3.2. Assemble the film in the correct program screening order, according to the program schedule
	3.3. Ensure that opening titles and closing credits are in the film program
	3.4. Maintain consistent film technical specifications and ensure minimal damage/wear and tear to film during the assembly process
	3.5. Make precise, aligned, clean and frame to frame tape splices which are appropriate to the *film transport system*
	3.6. Splice film to provide structural strength and ease of re-assembly and disassembly, smooth passage through the gate and steady screen presentation
	3.7. Ensure minimum loss of frames during the splicing process
	3.8. Clearly mark all assembly points on the film
4. Complete assembly	4.1. Apply sensor tape to cue the automation system as

ELEMENT	PERFORMANCE CRITERIA
and store the program	appropriate
	4.2. Wind the assembled film onto reels appropriate for film transport system
	4.3. Clearly label the *film program* with name of film and any other details for its future screening
	4.4. Store assembled film program in *appropriate projection room* conditions prior to screening
	4.5. Complete any relevant sections of a *projection* report to document any faults discovered with the film upon assembly

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- planning and organising activities sufficient to follow logical work sequences
- literacy and numeracy skills to count film reels and mark film
- technology and problem solving skills in the context of checking/repairing film

Required knowledge

- terminology associated with cinema projection
- safe film handling techniques
- principles and techniques of film splicing and program assembly
- operational knowledge of film assembly equipment
- understanding of film projection equipment and how assembly affects the screening of film
- film technical specifications
- film inspection techniques and evaluation of film condition
- problems with film quality, causes of damage and basic repair remedies
- screening ratios
- appropriate projection room storage conditions
- hazards associated with projector lamps, three-phase power, handling and storage of film

Evidence Guide

EVIDENCE GUIDE	
The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	The following evidence is critical to the judgement of competence in this unit: • ability to execute precise and structurally sound splices which allow for optimum presentation • safe handling of film • assembling film programs in accordance with a program schedule and within commercially acceptable timeframes.
Context of and specific resources for assessment	The assessment context must provide for: • practical demonstration of skills within a fully equipped projection room or environment where film program assembly tasks are undertaken • assembly of film programs for more than one program schedule to ensure that skills can be consistently demonstrated • completion of assembly tasks within typical workplace time constraints.
Method of assessment	Assessment may incorporate a range of methods to assess practical skills and the application of essential underpinning knowledge, and might include: • direct observation of assembly tasks conducted by the candidate • project activities that allow completion of and reporting on a range of assembly activities • review of projection reports prepared by the candidate • written or oral questioning to test knowledge of typical assembly equipment, film handling and splicing techniques, storage conditions and safety issues • review of portfolios of evidence and third party workplace reports of on-the job performance by the candidate.

EVIDENCE GUIDE	
	Assessment methods should closely reflect workplace demands and the needs of particular groups (e.g. people with disabilities, and people who may have literacy or numeracy difficulties such as speakers of languages other than English, remote communities and those with interrupted schooling).
Guidance information for assessment	Assessment of this unit requires access to: • a program schedule and film to be assembled • a range of standard industry-current film assembly equipment and consumables such as winders, splicers and splicing tape • the projection room of a venue where films are to be screened or another environment where film assembly can be completed • use of typical industry projection reports.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Film gauge may include:	• 16mm • 35mm • 70mm • IMAX • Super 8
Film reels may include:	• 12000 ft reels • 15000 ft reels • 2000 ft reels • 6000 ft reels
Film ***freight*** format may include:	• film on cores • film on reels
Checking the condition of film must involve identifying the following types of ***damage*** and their causes:	• abrasion • blistering/burns • breaks • brittleness • cinching • colour shift • creases • edge damage • emulsion deterioration • perforation damage • scratches • shrinkage • sprocket marks across image and sound track • surface contamination
Film inspection techniques may include:	• inspection by hand • visual inspection
Repairs to film may include:	• removing of sensor tape • repair of torn frames and perforations
Appropriate sources may include:	• cinema manager • distribution company

RANGE STATEMENT

	• supervisor
Screening ratio may include:	• 1:1.33 • 1:1.66 • 1:1.85 • Cinemascope
Sound format may include:	• digital formats • Dolby A • Dolby SR • mono
Film transport systems may include:	• mutt • platter • reels • tower
Film program may include:	• advertising • feature films • short films • trailers
Appropriate projection room storage conditions must prevent:	• chemical damage • extremes of humidity • extremes of temperature • mould damage • physical damage • water damage
Projection room conditions must ensure:	• adequate ventilation • cleanliness • compliance with fire and safety regulations • minimal dust accumulation on benches and equipment • suitable floor surfaces

Unit Sector(s)

Unit sector	

Competency field

Competency field	Media and entertainment production - cinema projection

Co-requisite units

Co-requisite units		

Innovation and Business Skills Australia