



Australian Government

Department of Education, Employment and Workplace Relations

CUEPRP02A Research, obtain and prepare props

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit describes the skills and knowledge required to source, obtain and prepare props for any production within the cultural industries. As such it requires research skills, organisational skills and a sound knowledge of different sources of props and the ways in which props may be used in a production.

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Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Not applicable.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

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Element	Performance Criteria
1 Determine props requirements	<ul style="list-style-type: none">1.1 Correctly interpret production documentation to determine production props requirements1.2 Liaise with appropriate personnel to discuss the artistic requirements for props where required1.3 Confirm the budget and timeframes that affect the acquisition of props with appropriate personnel
2 Source and obtain props	<ul style="list-style-type: none">2.1 Undertake research on the style and nature of props required to establish a clear picture of precise requirements2.2 Correctly identify potential sources of props, including investigation of various options to achieve the optimum result2.3 Locate props that meet design specifications, time and budgetary constraints2.4 Complete procedures for the acquisition of props in accordance with organisational requirements2.5 Document acquisition details accurately
3 Prepare and maintain props during production	<ul style="list-style-type: none">3.1 Prepare and check props prior to the performance to ensure that all required items are available and/or in working order, including adequate consumable supplies3.2 Secure and store props in accordance with organisational procedures before, during and after the production3.3 Identify the need for and organise appropriate prop replacements or repairs to meet production requirements3.4 Where appropriate, dispose of props in accordance with environmental and safety requirements3.5 Maintain accurate documentation in relation to the status of props, including appropriate cataloguing

Required Skills and Knowledge

Not applicable.

Evidence Guide

Underpinning skills and knowledge

Assessment must include evidence of the following knowledge and skills:

the wide and varying scope of props, including broad categories of props and the role of 'one-off' specialist items

typical sources of information on props

sources of different types of props, including both period and contemporary items

research skills in relation to the ability to research options for props acquisition

literacy skills sufficient to interpret production documentation and other information from a wide range of sources

numeracy skills sufficient to work with props costings.

Linkages to other units

This unit has linkages to a range of other props units and combined assessment and/or training with those units may be appropriate.

Critical aspects of evidence

The following evidence is critical to the judgement of competence in this unit:

knowledge of different props acquisition sources and options

ability to use research techniques to source props which meet production requirements.

Method and context of assessment

The assessment context must provide for:

practical demonstration of skills through the sourcing of props to meet the needs of a particular production

sourcing of props within realistic workplace timeframes.

Assessment may incorporate a range of methods to assess performance and the application of essential underpinning knowledge, and might include:

evaluation of props sourced by the candidate for a given production

case studies to assess ability to source props for different styles of production

oral or written questioning to assess knowledge of the scope of props possibilities and sources of props

review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.

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).

Resource requirements

Assessment of this unit requires access to:

sources/locations of props.

Key competencies in this unit

Key competencies are built into all workplace competencies. The table below describes those applicable to this unit. Trainers and assessors should ensure that they are addressed in training and assessment.

Level 1 = Perform

Level 2 = Administer and Manage

Level 3 = Design and Evaluate

Collecting, organising and analysing information (2)

Researching and reviewing prop catalogues.

Communicating ideas and information (1)

Preparing props documentation.

Planning and organising activities (2)

Organising the props acquisition process.

Working with others and in teams (2)

Liaising with production personnel.

Using mathematical ideas and techniques (1)

Recording costs.

Solving problems (2)

Sourcing an unusual props item.

Using technology (1)

Using the Internet for research.

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Range Statement

The following explanations identify how this unit may be applied in different workplaces, sectors and circumstances.

Props may include:

hand props
furniture
vehicles
equipment
costume props
special effects props.

Appropriate personnel may include:

directors
designers
set personnel
other specialists.

Potential sources of props and different options may relate to:

buying
borrowing
hiring
making alterations to existing props
having items specially made.

Production requirements may include:

director's specifications
venue requirements
organisation standards
resource constraints
Occupational and Health and Safety requirements
performers' requirements
length of the run of the show
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Unit Sector(s)

Not applicable.