



Australian Government

CUAPPM502 Realise productions

Release: 1

CUAPPM502 Realise productions

Modification History

| Release | Comments |
|-----------|---|
| Release 1 | This version first released with <i>CUA Live Performance and Entertainment Training Package Version 1.0</i> . |

Application

This unit describes the performance outcomes, skills and knowledge required to plan and manage pre-production and production operations in specialist areas, such as lighting, audio, vision systems, stage management, costume, sets, props, scenic art and staging.

Individuals who apply these skills are expected to display a high level of initiative and judgement as they take responsibility for managing the realisation of production concepts in their area of production expertise.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Media and entertainment production - production management

Elements and Performance Criteria

| Elements <i>Elements describe the essential outcomes.</i> | Performance Criteria <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
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| 1. Plan realisation of productions | 1.1 With reference to production documentation, confirm key objectives and scope of productions with relevant personnel 1.2 Determine cost of, and sources for, required resources according to organisational procedures 1.3 Develop realistic expenditure estimates that conform to budget allocations 1.4 Identify potential budget overruns and resolve or recommend alternatives to relevant personnel 1.5 Reach agreement on evaluation methods for monitoring progress 1.6 Develop action plans for realising productions; taking deadlines, legislative requirements and a range of other factors into account 1.7 Develop contingency plans to minimise the impact of unexpected events on the process of realising productions 1.8 Reach agreement on action plans and budget, and amend documentation as required |
| 2. Monitor pre-production | 2.1 Allocate responsibilities and discuss timelines and other implementation issues with relevant personnel 2.2 Obtain resources and monitor supplies to ensure that work proceeds according to plan 2.3 Engage specialist staff as required 2.4 Follow financial procedures in relation to purchases and record keeping 2.5 Monitor progress of agreed plans against timelines and production requirements 2.6 Identify and respond to problems promptly in consultation with relevant colleagues as required 2.7 Treat colleagues with consideration and respect to develop and maintain effective work relationships 2.8 Attend run-throughs and production meetings to identify changes that need to be made to plans and update and distribute workplace documentation accordingly 2.9 Maintain communication with production departments to |

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| | ensure a coordinated approach to realising productions |
| 3. Monitor production and post-production operations | <p>3.1 Action technical responsibilities according to production requirements</p> <p>3.2 Monitor productions during show run and take appropriate action to resolve problems that arise</p> <p>3.3 Maintain communication with key production personnel at all times</p> <p>3.4 Participate in evaluations of technical and creative objectives of productions</p> <p>3.5 Share information from evaluations with colleagues and implement recommendations aimed at improving overall effectiveness of production management procedures</p> |

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

| Skill | Performance Criteria | Description |
|----------------------------|---|---|
| Reading | 1.1, 1.2, 1.6, 2.4 | <ul style="list-style-type: none"> • Interprets production documentation in relation to own duties • Obtains information from a range of written sources |
| Writing | 1.3, 1.6, 1.7, 1.8, 2.2, 2.4, 2.8, 2.9, 3.3, 3.5 | <ul style="list-style-type: none"> • Generates and distributes documentation in relation to production management |
| Oral communication | 1.1, 1.4, 1.5, 1.8, 2.1, 2.3, 2.6, 2.7, 2.8, 2.9, 3.3, 3.4, 3.5 | <ul style="list-style-type: none"> • Seeks the views and opinions of others • Obtains information by listening and questioning • Discusses ideas and solutions • Uses clear language in complex formal and informal conversations to contribute information and express requirements |
| Numeracy | 1.2, 1.3, 1.4, 1.6, 2.4, 2.5, 3.5 | <ul style="list-style-type: none"> • Performs calculations when interpreting and working with production budgets • Compares and contrasts numerical data to monitor against agreed plans • Uses mathematical language to discuss evaluations and recommendations |
| Navigate the world of work | 1.3, 1.6, 2.4, 2.5, 2.9, 3.1 | <ul style="list-style-type: none"> • Works independently and collectively with a strong sense of responsibility for goals, plans, decisions and outcomes • Takes responsibility for meeting legal and regulatory requirements within scope of own role • Applies organisational procedures when realising productions • Manages time efficiently to meet work deadlines |
| Interact with others | 1.1, 1.5, 1.8, 2.1, 2.3, 2.6, 2.7, 2.8, 2.9, 3.3, 3.4, 3.5 | <ul style="list-style-type: none"> • Collaborates to achieve joint outcomes and takes a leadership role to help facilitate effective group interaction and direction |
| Get the work done | 1.1, 1.2, 1.3, | <ul style="list-style-type: none"> • Sequences and schedules complex activities, monitors implementation and manages |

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| | 1.4, 1.5, 1.6, 1.7, 1.8, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.8, 2.9, 3.1, 3.2, 3.3, 3.5 | <p>relevant communication</p> <ul style="list-style-type: none"> • Assembles documentation on production requirements in a logical sequence • Reviews progress against goals, adjusting plans and resources to cope with contingencies • Implements improvements in production management procedures based on outcome of evaluations • Assesses information and contributes ideas about alternative ways of meeting requirements • Anticipates problems that might arise when realising productions and takes action to minimise their impact • Distributes information electronically • Uses standard word processing and spreadsheet applications to prepare workplace documentation • Applies knowledge of technical equipment to production management duties |
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Unit Mapping Information

| Code and Title Current Version | Code and Title Previous Version | Comments | E/N |
|-----------------------------------|------------------------------------|---|-----|
| CUAPPM502 Realise productions | CUETEM08B Realise productions | <p>Updated to meet Standards for Training Packages.</p> <p>Pre-production content transferred from CUETEM03C.</p> | E |

Links

Companion volumes are available at: - <http://www.ibsa.org.au>