Assessment Requirements for CUAWRT401 Edit texts

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package version 2.0.

Performance Evidence

Evidence of the ability to:

- edit text material for publication that enhances clarity of original text while adhering closely to the author's voice
- logically structure edited material and maintain consistency when integrating additional material
- employ tone and language consistent with target audience and purpose of communication
- mark up text using industry or enterprise procedures
- employ a sound knowledge of grammar, punctuation and syntax and access relevant style guides and dictionaries
- evaluate own work and editing process for improvement.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- describe design principles involved in integration of visuals and text
- describe industry or enterprise text mark-up procedures
- describe copyright clearance procedures
- outline features of text that may indicate defamation, vilification or breaches of privacy
- outline health and safety requirements as they relate to working for periods of time on screens and keyboards.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in creative arts industry environments. The assessment environment must include access to:

- texts appropriate for editing
- legislation and codes of practice relevant to media
- variety of information sources
- software packages.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational educational and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1db201d9-4006-4430-839f-382ef6b803d5