



**Australian Government**

# **CUAWRT508 Develop children's and young adults' written works for publication**

**Release: 1**

## CUAWRT508 Develop children's and young adults' written works for publication

### Modification History

| Release   | Comments                                                                                     |
|-----------|----------------------------------------------------------------------------------------------|
| Release 1 | This version first released with CUA Creative Arts and Culture Training Package Version 4.0. |

### Application

This unit describes skills and knowledge required to produce written material for children and young adults. Written material includes a range of delivery media including print media, internet, radio, film, television, game consoles and podcasts.

It applies to individuals who produce written material relevant to children and young adults. These writers draw on their knowledge of children's and young adults' abilities and interests, as well as knowledge of the market for this type of written material.

Producers of children's and young adults' written works undertake work either as freelance or commissioned writers.

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

### Unit Sector

Communication - Writing

### Elements and Performance Criteria

| ELEMENT                                          | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                         |
|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>                                                                                                                                                                       |
| 1. Determine requirements for written work       | 1.1 Identify and document purpose, desired outcome and potential markets for written work<br>1.2 Identify and document research requirements and methods for gathering the required information<br>1.3 Document and assess social and ethical impacts of the written work to |

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                               | <p>ensure alignment with the purpose</p> <p>1.4 Determine and document copyright and intellectual property requirements for the written work</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 2. Develop a concept for written work         | <p>2.1 Document basic concept of the written work based on the purpose and desired outcome</p> <p>2.2 Identify and assess constraints which may affect the feasibility of the written work</p> <p>2.3 Research, adjust, and confirm audience and potential markets for the written work</p> <p>2.4 Discuss concept with individuals from confirmed audience and refine the concept accordingly</p> <p>2.5 Create proposal to develop the written work and present to interested stakeholders</p> <p>2.6 Develop plan to reflect the developmental stages and timelines for the completion of the work and confirm with interested stakeholders</p> |
| 3. Plan and prepare to write the written work | <p>3.1 Determine the medium, production style, structure and length of work through research and consultation with individuals from the intended audience</p> <p>3.2 Develop an outline of the work based on the purpose and desired outcome to meet the needs of the intended audience</p> <p>3.3 Acquire the necessary resources to create the written work</p>                                                                                                                                                                                                                                                                                  |
| 4. Develop draft written work                 | <p>4.1 Use safe work practices including addressing ergonomic requirements when undertaking work tasks</p> <p>4.2 Develop draft written work based on the outline</p> <p>4.3 Self-edit draft written work with reference to the purpose and desired outcome</p> <p>4.4 Proofread and check formatting of draft written work</p> <p>4.5 Review and modify written work according to copyright and intellectual property requirements</p> <p>4.6 Review and evaluate draft written work to ensure that it delivers the purpose and desired outcome</p>                                                                                               |
| 5. Finalise written work                      | <p>5.1 Consult with individuals from the intended audience to obtain feedback on draft written work</p> <p>5.2 Evaluate feedback and incorporate modifications, where necessary, within agreed timelines to produce final draft</p> <p>5.3 Conduct final detailed review of work and distribute to interested stakeholders</p>                                                                                                                                                                                                                                                                                                                     |

## Foundation Skills

*This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.*

| Skill                      | Description                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading                    | <ul style="list-style-type: none"> <li>Analyses and interprets textual information from various sources</li> <li>Compares material from multiple information sources</li> <li>Applies appropriate strategies to check texts for accuracy</li> </ul>                                                                                                          |
| Writing                    | <ul style="list-style-type: none"> <li>Generates complex written texts, demonstrating a broad range of writing styles and techniques</li> <li>Selects vocabulary, grammatical structures and conventions appropriate to the text and audience</li> <li>Creates documents using language, format and style appropriate to the context and audience</li> </ul> |
| Oral communication         | <ul style="list-style-type: none"> <li>Uses clear language to articulate personal understandings, ideas and opinions</li> </ul>                                                                                                                                                                                                                              |
| Numeracy                   | <ul style="list-style-type: none"> <li>Estimates time required for production tasks, creates timeframes and calculates resource requirements</li> </ul>                                                                                                                                                                                                      |
| Navigate the world of work | <ul style="list-style-type: none"> <li>Understands responsibilities and complies with copyright and intellectual property requirements relevant to writing tasks</li> </ul>                                                                                                                                                                                  |
| Interact with others       | <ul style="list-style-type: none"> <li>Collaborates with others to achieve writing goals</li> <li>Selects and uses communication practices and protocols appropriate to audience</li> </ul>                                                                                                                                                                  |
| Get the work done          | <ul style="list-style-type: none"> <li>Adopts a logical and methodical approach in planning, organising and completing requirements within timelines</li> <li>Develops new and innovative ideas through exploration and analysis</li> </ul>                                                                                                                  |

## Unit Mapping Information

| Code and title<br>current version                   | Code and title<br>previous version | Comments                  | Equivalence status |
|-----------------------------------------------------|------------------------------------|---------------------------|--------------------|
| CUAWRT508<br>Develop children's<br>and young adults | N/A                                | New unit of<br>competency | N/A                |

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|-------------------------------|--|--|--|
| written works for publication |  |  |  |
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## Links

Companion Volumes are available from VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1db201d9-4006-4430-839f-382ef6b803d5>