



Australian Government

Department of Education, Employment and Workplace Relations

CUFCAM201A Assist with a basic camera shoot

Revision Number: 1

CUFCAM201A Assist with a basic camera shoot

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to assist with setting up and shooting low-end productions. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.
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Application of the Unit

<p>Application of the unit</p>	<p>This unit describes the skills and knowledge required of a camera assistant working on low-budget and low-end single-camera video productions. Issues relevant to pre-production and production activities are included.</p> <p>Camera assistants are expected to work under the direction of a qualified camera operator, and may, on occasions, be responsible for operating cameras.</p> <p>Community television is a typical environment where these skills are applied.</p> <p>These skills are applied in the setting up and shooting of a variety of low-end productions, including community television.</p> <p>Skills associated with basic lighting operations are covered in:</p> <ul style="list-style-type: none"> • CUFLGT101A Apply a general knowledge of lighting to work activities.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

<p>Prerequisite units</p>		

Employability Skills Information

Employability skills	This unit contains employability skills.
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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.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Prepare for camera shoots	<ol style="list-style-type: none"> 1. Organise and prepare <i>equipment</i> for <i>shoots</i>, taking into account <i>location</i> requirements 2. Ensure equipment is clean and operational 3. Report equipment faults to <i>relevant personnel</i> 4. Safely charge batteries according to manufacturer specifications 5. Ensure charged batteries are in sufficient supply to meet the needs of the production schedule 6. Select required <i>capture format</i> and ensure sufficient supply for the intended <i>production</i>
Assist with camera set-up on location	<ol style="list-style-type: none"> 7. Lift camera and other equipment, using safe lifting and handling techniques 8. Ensure camera and other equipment is safely secured 9. <i>Under direction</i>, assist with positioning the camera to achieve the required shots 10. Safely connect cables and camera to <i>power source</i> if required 11. Assist with final check of equipment prior to shoot and report faults to relevant personnel 12. Label and load capture media 13. Check camera tilt and pan functions
Set up lighting	<ol style="list-style-type: none"> 14. Mount lighting equipment following safety guidelines 15. Run lighting cables and connect safely to power source ensuring they are located securely 16. Under direction, position lights to achieve required effect 17. Adjust focus and angles of lights as required 18. Install colour frames and gels according to lighting requirements for the particular shoot
Shoot video	<ol style="list-style-type: none"> 19. Adjust and move equipment as required 20. Operate clapperboard if needed 21. Operate camera according to manufacturer guidelines and instructions 22. Shoot and record sequences as directed 23. Time-code recording of takes with descriptions as required
Wrap up shoots	<ol style="list-style-type: none"> 24. Clean and pack equipment using safe lifting techniques 25. Check that all equipment is accounted for and report

ELEMENT	PERFORMANCE CRITERIA
	faults to relevant personnel 26. Ensure recordings are labelled properly, together with relevant <i>documentation</i> 27. Leave location in original condition to ensure there is no adverse effect on the site 28. Review and reflect on own performance and note areas for improvement

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- communication, teamwork and organisational skills sufficient to:
 - interpret production documentation relevant to camera operations
 - work collaboratively with other crew members
 - understand and follow instructions
- technical skills sufficient to:
 - make simple adjustments to, and operate cameras and accessories typically used in low-end productions
 - safely connect cabling and equipment to power sources
- literacy and numeracy skills sufficient to interpret written instructions and to label capture format accurately and in sequence
- self-management skills sufficient to:
 - prioritise work tasks
 - meet deadlines
 - seek expert assistance when problems arise
- problem solving skills sufficient to anticipate and deal with minor set-up problems

Required knowledge

- basic technical understanding of camera, lighting and sound equipment used in low-end productions
- full range of functions typically found on cameras used in low-end productions
- basic principles of lighting, e.g. key, fill and back light
- roles and responsibilities of video/television production personnel
- OHS requirements as they relate to working under direction on camera shoots in a range of locations

Evidence Guide

EVIDENCE GUIDE	
<p>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.</p>	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>Evidence of the following is essential:</p> <ul style="list-style-type: none"> • ability to work effectively as a team member and take direction • ability to assist effectively in location set-ups • competent operation of cameras typically used in low-end productions.
Context of and specific resources for assessment	<p>Assessment must ensure:</p> <ul style="list-style-type: none"> • access to basic camera, lighting and sound equipment • access to a range of varying locations and conditions • access to appropriate learning and assessment support when required • use of culturally appropriate processes, and techniques appropriate to the language and literacy capacity of learners and the work being performed.
Method of assessment	<p>A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:</p> <ul style="list-style-type: none"> • direct questioning combined with review of portfolios of evidence and third-party workplace reports of on-the-job performance • observation of the candidate assisting with a basic camera shoot to determine whether correct procedures are followed and equipment is operated according to instructions • written or verbal questioning to test knowledge as listed in the required skills and knowledge section of this unit.
Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:</p> <ul style="list-style-type: none"> • CUFLGT101A Apply a general knowledge of lighting to work activities.

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.

<i>Equipment</i> may include:	<ul style="list-style-type: none"> • cameras, e.g. mini DV • filters • lens adaptors • lenses - fixed, zoom, wide-angle • lighting kit • mounts • tripods.
<i>Shoots</i> may include:	<ul style="list-style-type: none"> • fixed tripod • hand-held • single-camera.
<i>Locations</i> may include:	<ul style="list-style-type: none"> • day • exterior • in studio • interior • night.
<i>Relevant personnel</i> may include:	<ul style="list-style-type: none"> • camera and sound operators • director/producer • members of the public • production assistant • reporter or presenter • technical staff.
<i>Capture formats</i> may include:	<ul style="list-style-type: none"> • CD • DVD • flashcards • P2 solid-state drive • small hard drive • video.
Types of <i>production</i> may include:	<ul style="list-style-type: none"> • corporate/training videos • coverage of events • short current affairs stories • short documentaries • short news items.

RANGE STATEMENT	
<i>Under direction</i> may include direction from:	<ul style="list-style-type: none"> • camera operator • director/producer • reporter/journalist • sound recordist.
<i>Power sources</i> may include:	<ul style="list-style-type: none"> • AC • batteries.
<i>Documentation</i> may include:	<ul style="list-style-type: none"> • fault reports • production schedules • running sheets • scripts • shot lists • sound sheets • stock management and correct labelling.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Media and entertainment production - Camera/cinematography
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Co-requisite units

Co-requisite units	