



Australian Government

Department of Education, Employment and Workplace Relations

CUFDRT401A Direct television programs and segments

Revision Number: 1

CUFDRT401A Direct television programs and segments

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	<p>This unit describes the performance outcomes, skills and knowledge required to direct television programs and segments.</p> <p>No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.</p>
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Application of the Unit

Application of the unit	<p>Television producers and directors who work on programs with a clearly-defined format apply the skills and knowledge described in this unit.</p> <p>Directors are responsible for directing the crew, as well as program guests, interviewees or any member of the public being filmed for programs. Even though directors act with a fair degree of autonomy, they are members of a production team. In general they report to an executive producer, news editor or program producer.</p> <p>In some circumstances, the role of director and producer may be combined.</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

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
1. Undertake pre-production.	1.1. Determine program format, location and requirements in consultation with relevant personnel. 1.2. Determine optimal approach to achieve creative and technical aspects of programs and program segments. 1.3. Devise camera coverage in consultation with relevant personnel and within own level of responsibility. 1.4. Ensure that all program elements are listed on running sheets in line with enterprise procedures.
2. Direct program segments.	2.1. Oversee camera and sound check and rehearsal of shots. 2.2. Provide final briefings to talent and crew and respond to queries as required. 2.3. Direct talent and crew to achieve required style and in a way that minimises the need for editing. 2.4. Review recorded segments to determine if they meet production requirements and re-shoot as required. 2.5. Direct the editing of segments as required, in line with production requirements and deadlines.
3. Direct programs.	3.1. Oversee camera and sound check and rehearsal of shots. 3.2. Provide final briefings to talent and crew and respond to queries as required. 3.3. Check that two-way communication equipment is functioning. 3.4. Direct cameras and operations to achieve required style. 3.5. Direct live switches as required. 3.6. If directing live programs, be prepared to make decisions on the fly in the event of unforeseen circumstances. 3.7. Monitor pace and flow of programs and take action to bring them back on track if necessary.
4. Review programs.	4.1. Debrief with relevant personnel about how well programs achieved creative and technical goals. 4.2. Incorporate suggestions for improvement into future programs. 4.3. Finalise requisite documentation and ensure required copies of programs are kept in accordance with

ELEMENT	PERFORMANCE CRITERIA
	legislative and enterprise procedures.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- well-developed communication and literacy skills in the context of:
 - delivering clear briefings to production crew and program guests
 - providing clear verbal and non-verbal cues during productions
 - interacting with people in sensitive situations
 - interpreting production documentation
- teamwork skills in the context of:
 - fostering cooperation and creative synergy within production teams
 - giving and receiving constructive feedback on performance
- technical skills sufficient to:
 - direct television production crews
 - direct the editing of program segments
 - use two-way communication devices
- aural discrimination skills in relation to ensuring that sound levels are consistent
- visual discrimination skills in relation to advising on the overall look of visual content
- initiative and flexibility in the context of:
 - resolving unexpected problems
 - managing a range of tasks concurrently
 - contributing ideas about camera coverage to achieve required creative outcomes
- self-management and planning skills sufficient to:
 - work under pressure and meet deadlines
 - manage work calmly and effectively to achieve goals and results.

Required knowledge

- industry knowledge, including:
 - roles and responsibilities of personnel involved in television production areas, such as camera, lighting, sound, post-production and graphics
 - issues and challenges that arise in directing television programs
- single and multi-camera techniques for making programs that require minimal editing
- features of a range of cameras and accessories
- communication techniques, including effective listening, questioning and non verbal cues
- OHS standards as they apply to directing television programs

Evidence Guide

EVIDENCE GUIDE

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.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- directing of television programs that demonstrates:
 - effective communication with cast and crew
 - ability to integrate a number of different tasks simultaneously
 - knowledge of single and multi-camera operations
 - ability to meet production deadlines
- collaborative approach to work.

Context of and specific resources for assessment

Assessment must ensure:

- access to television production facilities and field assignments to enable practical demonstration of directing skills on a number of occasions
- access to video playback equipment to enable evaluation of programs directed by the candidate
- access to appropriate learning and assessment support when required
- the use of culturally appropriate processes, and techniques appropriate to the oracy, language and literacy capacity of the assessee and the work being performed.

Method of assessment

The following assessment method is appropriate for this unit:

- direct questioning combined with review of portfolios of evidence and third-party workplace reports of on-the-job performance
- evaluation of programs directed by the candidate, including discussion with candidate about the process followed to direct the programs
- observation of the candidate directing programs or program segments
- written or oral questioning to test knowledge as listed in the required skills and knowledge section of this unit.

EVIDENCE GUIDE**Guidance information for assessment**

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- CUFP401A Produce programs and program segments.

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.

Relevant personnel may include:

- announcers
- broadcasters
- clients
- contestants
- designers
- interview subjects
- journalists
- performers
- presenters
- producers
- program hosts
- program managers and directors
- sales representatives
- technical directors
- technical staff
- other specialist staff.

Technical aspects may include:

- announcers
- broadcasters
- clients
- contestants
- designers
- interview subjects
- journalists
- performers
- presenters
- producers
- program hosts
- program managers and directors
- sales representatives
- technical directors
- technical staff
- other specialist staff.

RANGE STATEMENT	
<i>Program elements</i> may include:	<ul style="list-style-type: none"> • comedy segments • commercials and sponsorship • community announcements • current affairs • drama segments • front and back announcements • interviews • live crosses • music • news • prerecorded segments • sound effects • telephone calls.
<i>Contributors and talent</i> may include:	<ul style="list-style-type: none"> • academics • artists • community representatives • contestants • government representatives • historians • members of the general public • news-makers • performers • philosophers • politicians • scientists • sports people • topic specialists.
<i>Style</i> may include:	<ul style="list-style-type: none"> • adequate pauses • articulation • body language • dress, hair and make-up • enunciation • inflection • mood • pace • tone of voice • visual presentation
<i>Documentation</i> may include:	<ul style="list-style-type: none"> • cue sheets • log sheets • on-air front and back announcements

RANGE STATEMENT	
	<ul style="list-style-type: none"> • program documentation, such as: <ul style="list-style-type: none"> • broadcast date and time • track numbers • plot and thematic information • master copy and duplicates.
<i>Production requirements</i> may include:	<ul style="list-style-type: none"> • attributions • audience • budget • capabilities of the studio • confidentiality • content • contractual • copyright • deadlines • direct quotes • duration • ethics • intellectual property • interviews • location • purpose • schedule • style.

Unit Sector(s)

Unit sector	Media and entertainment production - directing
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		