



Australian Government

CUAAIR501 Explore issues on air

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.

Application

This unit describes the skills and knowledge required to prepare for and conduct in-depth interviews and discussion forums on a wide range of topics on radio or television.

It applies to individuals who are the public face or voice for such productions and who are responsible for ensuring positive engagement of the participants and audience. On television, they are often presenting before live audiences, with audience members sometimes participants in discussions.

Individuals are to understand how the media can be used to explore issues and use a range of presentation and interview techniques to do so.

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

Unit Sector

Media and Entertainment Production – On-Air Presentation

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. Prepare for discussion forums	1.1 Prepare lines of questioning for forum based on thorough analysis of research undertaken by production personnel 1.2 Discuss forum topics with key participants to identify directions in which on-air discussion might go, where appropriate 1.3 Research further to cover additional angles revealed in preliminary discussions with key participants, if necessary 1.4 Brief participants on relevant legislation and broadcasting codes of practice that may impact what they can say

ELEMENT	PERFORMANCE CRITERIA
	1.5 Identify where key participants will be seated in consultation with production personnel 1.6 Rehearse or role-play discussions with production personnel to identify gaps in preparation and refine proposed line of questioning accordingly
2. Conduct discussion forums	2.1 Conduct a warm-up session prior with audience prior to start of forum, if appropriate 2.2 Introduce topic and follow a line of questioning that allows differing opinions to be aired in a way that stimulates constructive debate among participants 2.3 Chair discussion in planned direction, but at the same time, ask questions that allow participants freedom to express their views 2.4 Identify additional lines of questioning by listening carefully to participants' comments and ask questions that show a thorough understanding of the topic under discussion 2.5 Resolve conflicts that arise between participants in a way that moves the discussion forward while acknowledging the validity of differing viewpoints and paying due respect to the public profile of individual participants 2.6 Adopt an interview style that elicits the best possible response from participants 2.7 Respond to cues from production personnel without disrupting the flow of discussion 2.8 Link audio and visual material as required 2.9 Conclude discussions by summarising key points succinctly and clearly, and thanking participants for their contribution
3. Evaluate discussion forums	3.1 Participate in debriefing sessions with production personnel to identify strengths and weaknesses of discussion forums and in-depth interviews 3.2 Document outcome of debriefing sessions according to enterprise procedures 3.3 Reflect on own performance and note areas for improvement

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
Learning	3.3	Uses self-reflection to identify own skills or knowledge gaps
Reading	1.1, 1.3, 1.4, 1.6, 3.2	Organises and evaluates content from a range of complex texts
Writing	1.1, 1.3, 1.6, 3.2, 3.3	- Produces accurate summaries of information to inform preparation of questions - Produces interview questions to suit audience and context - Prepares documents according to organisational requirements
Oral Communication	1.2, 1.4-1.6, 2.1-2.7, 2.9, 3.1	- Uses vocabulary and non-verbal features appropriate to audience and context - Asks questions and uses listening skills to elicit information or confirm understanding
Navigate the world of work	1.4, 3.2	Applies organisational procedures and relevant regulations associated with job role
Interact with others	1.2, 1.4-1.6, 2.1-2.7, 2.9, 3.1	- Uses appropriate communication practices and protocols with personnel and participants - Recognises potential for conflicts between participants and uses moderation strategies that respect differing points of view - Works collaboratively with others to achieve shared goals
Get the work done	1.1-1.6, 3.1-3.3	Adopts a methodical and logical approach to prepare, implement and evaluate interview and discussion forums

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
CUAAIR501 Explore issues on air	CUFAIR501A Explore issues on air	Updated to meet Standards for Training Packages.	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for CUAAIR501 Explore issues on air

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Performance Evidence

Evidence of the ability to:

- analyse and use research material effectively in preparing for interviews and discussion forums
- prepare and conduct discussion forums covering a range of topics and involving a number of participants
- demonstrate effective moderation, listening, questioning and non-verbal communication techniques in the forum or interview context
- work collaboratively with production personnel to ensure forum or interview is conducted as planned
- critically evaluate forum or interview and document own performance in conjunction with production personnel.

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:

- list and describe different types of questions and give an example of when each might be used
- describe a range of interview styles and when to use them
- analyse and discuss dynamics of group discussions, including techniques for facilitating contributions from all participants
- provide examples that show how audio and visual materials can support discussions
- identify and outline laws, regulations and broadcasting codes of practice relevant to broadcasting.

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:

- a facility capable of accommodating a discussion forum and audience
- audio or video equipment
- current information about laws and regulations that apply to broadcasting
- interaction with others.

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

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