



Australian Government

CUABRD301 Perform basic transmission operations

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 material for transmission, and to monitor and switch television or radio transmission signals.

It applies to individuals who work in small-scale broadcasting facilities with minimal feeds and switches. They compile and sequence content to match transmission schedules and, on a limited basis, arrange connections and links between external and internal sources. They generally work under supervision with some scope for operating autonomously.

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

Unit Sector

Media and Entertainment Production – Broadcasting

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. Plan transmission control resources	1.1 Prepare or review transmission schedules and consult with operational and production personnel to ensure information is accurate 1.2 Organise transmission control scheduling and prioritise resources according to production requirements 1.3 Liaise with operational and production personnel and service providers to resolve conflicting issues or problems 1.4 Maintain communication with operational and production personnel and originators of incoming and outgoing feeds 1.5 Check and confirm equipment meets transmission requirements

ELEMENT	PERFORMANCE CRITERIA
	1.6 Arrange for equipment repairs as required 1.7 Prepare and distribute workplace documentation as required by enterprise procedures
2. Prepare materials for transmission	2.1 Receive incoming signals and arrange for conversion to appropriate format according to enterprise protocols, industry standards and delivery method 2.2 Test equipment to measure signal parameters before and after conversion 2.3 Identify, time and sequence program components according to enterprise procedures and collate for transmission 2.4 Insert appropriate time codes and cue points, ensuring breaks are scheduled and programmed correctly
3. Monitor incoming and outgoing transmissions	3.1 Identify sequences of materials to be transmitted or recorded from written or verbal instructions 3.2 Connect equipment and switch relevant feeds according to production requirements 3.3 Assess technical quality of audio or vision signals and sources 3.4 Use appropriate equipment to verify transmitting signals comply with specifications 3.5 Diagnose and resolve faults during transmissions 3.6 Maintain communication with operational and production personnel at off-site locations to facilitate efficient switching of up-links and down-links
4. Provide general technical support	4.1 Liaise with operational and production personnel throughout broadcasts, and switch feeds into and out of transmission control as requested 4.2 Assess transmission levels and respond according to enterprise procedures 4.3 Check appropriate back-up systems are available in the event of equipment breakdowns or line feed drop-outs 4.4 Retain contact with feed provider to ensure ongoing technical quality and delivery of required switching of up-links and down-links 4.5 Undertake safe working practices and monitor safety and security of work area and equipment

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
Reading	1.1, 2.1, 2.3, 3.1, 3.2, 3.4	Interprets textual information from relevant sources to determine transmission, material and equipment requirements
Writing	1.1, 1.3, 1.7, 4.2, 4.3	Uses clear and specialised language to accurately document requirements and outcomes
Oral Communication	1.1, 1.3, 1.4, 3.1, 3.6, 4.1, 4.2, 4.4	- Uses broadcast and technical terminology to liaise with required personnel to plan and monitor incoming and outgoing transmissions - Listens and responds to instructions to ensure correct sequencing - Delivers clear communications including land based and satellite
Numeracy	1.1, 2.2, 2.4	Recognises, compares and calculates basic metric measurements relating to time and capacity
Navigate the world of work	1.7, 2.1, 2.3, 4.5	- Ensures transmission requirements are monitored and completed correctly and safely - Ensures materials for transmission are prepared according to enterprise procedures
Interact with others	1.1, 1.3, 1.4, 3.1, 3.6, 4.1, 4.2, 4.4	Collaborates with required personnel in a range of situations to plan and prepare transmission and provide support
Get the work done	1.1-1.6, 2.1-2.4, 3.1-3.6, 4.1, 4.3, 4.4	- Develops plans and organises workflow to ensure transmission requirements are prepared, monitored and completed correctly and according to performance requirements - Ensures transmission and equipment requirements are prepared and connected in accordance with production requirements - Takes responsibility for identifying and resolving issues and faults to ensure quality delivery of transmission - Operates digital tools and technologies according to instructions

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
CUABRD301 Perform basic transmission operations	CUFBRD301A Perform basic transmission operations	Updated to meet Standards for Training Packages. Performance criteria edited and added to clarify requirements.	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 CUABRD301 Perform basic transmission operations

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Performance Evidence

Evidence of the ability to:

- contribute to planning of transmission control resources
- receive program material from feeds and convert to format required for transmission
- add cue points and time codes to program material in line with schedule requirements
- communicate with operational and production personnel face-to-face and using communication devices
- operate transmission equipment and monitor incoming and outgoing signals in a basic radio or television broadcast transmission facility
- check and adjust quality of vision or audio feeds prior to and during transmissions.

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:

- outline roles and responsibilities of key personnel involved in broadcast operations and production
- describe key features of equipment, systems and methods used in transmission operations
- identify sources of advice, information and technical support relating to transmission operations
- summarise the main work health and safety procedures that apply to working in broadcast operations.

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 basic broadcast transmission facility
- material to be prepared for broadcast
- interaction with others.

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

Links

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