



Australian Government

CUADIG311 Prepare video assets

Release: 1

CUADIG311 Prepare video assets

Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package Version 5.0.

Application

This unit describes the skills and knowledge required to prepare video assets for inclusion in interactive media. It involves identifying, organising and packaging video assets in a variety of digital formats.

The unit applies to those who collaborate with others and under supervision to convert video into forms appropriate for streaming, downloading and digital media products. In smaller organisations, they may combine this role with video editing, authoring or programming.

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

Unit Sector

Visual Communication – Digital Content and Imaging

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. Identify and evaluate video assets	1.1 Confirm production schedules and deadlines with required personnel 1.2 Obtain and assess digital video content according to production requirements 1.3 Identify file details and confirm they meet production requirements 1.4 Confirm required output file format, codecs for specified bandwidths and applicable video encoding software
2. Organise video assets	2.1 Load video files into applicable video encoding software 2.2 Confirm duration and quality of video sequences meet production requirements

ELEMENT	PERFORMANCE CRITERIA
	2.3 Confirm video and audio codecs meet production requirements 2.4 Save files in output file format using required naming conventions
3. Package video assets	3.1 Assign metadata tags as required 3.2 Save files using standard naming conventions 3.3 Archive materials for future use according to organisational procedures

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	- Identifies and interprets information in organisational documents - Locates correct folders for storing electronic data - Checks textual information for accuracy
Oral Communication	- Discusses video requirements using industry standard language - Clarifies requirements using questioning and listening techniques
Numeracy	Calculates basic bandwidth requirements
Self-management	Complies with enterprise and legislative requirements
Teamwork	Confirms requirements with personnel using applicable communication practices and protocols
Planning and organising	- Plans and completes tasks required to achieve requirements within deadlines - Makes decisions directed related to completion of tasks - Used digital tools to prepare and store video assets
Technology	Prepares and stores video assets using digital tools

Unit Mapping Information

Supersedes and is equivalent to CUADIG301 Prepare video assets.

Links

Companion Volume Implementation Guide is found on VETNet -

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

Assessment Requirements for CUADIG311 Prepare video assets

Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package Version 5.0.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- prepare video assets according to at least two different production requirements.

In the course of the above, the candidate must:

- prepare video sequences for use in media distribution channels or interactive media products
- use video encoding software to prepare video sequences that meet quality requirements within production deadlines
- save and store files according to industry or enterprise conventions.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- features of the delivery platforms used to prepare video assets
- purpose of video file compression
- common digital video sources and output formats
- appropriate codecs for common platforms and destinations
- techniques for saving and preparing digital video output to optimise file size
- purposes and procedures for correctly naming and tagging video files
- safe work practices in relation to working on computers for periods of time.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- video encoding and editing software and equipment

- manuals and instructions relating to the preparation of video assets.

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

Links

Companion Volume Implementation Guide is found on VETNet -

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