



Australian Government

Assessment Requirements for CUAPOS402 Manage media assets

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.

Performance Evidence

Evidence of the ability to:

- develop processes and systems for the organisation and filing of formal documents and media assets
- use information tracking and repository systems to meet project requirements
- produce and accurately update records
- archive assets from completed projects with suitable ongoing access conditions
- provide clear directions to users of the processes and systems.

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 personnel involved in creating and managing media assets for screen and media projects
- explain the relationship between creative aspects of screen and media projects and the process of managing media assets
- identify typical problems with implementing media asset management systems, and briefly describe solutions
- explain the requirements for maintaining copyright and permissions requirements
- describe features of file and resource repository systems.

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:

- file and resource management systems

- media 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 guides are found in VETNet -

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