



Australian Government

Assessment Requirements for CUAPPM431 Compile production schedules

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 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:

- compile at least one full production schedule.

In the course of the above, the candidate must:

- interpret resource schedules
- create production schedules that reflect resource factors, production budget and timelines using scheduling tools and techniques within commercially realistic time constraints
- use effective communication, negotiation and problem-solving skills to collaborate with production teams and negotiate with a wide range of external suppliers and service providers
- identify factors that may have an adverse impact on production schedules and accommodate them within scope of own role
- negotiate schedules based on venue requirements
- develop and maintain a recording system for production schedule information
- generate, update and distribute accurate production schedules in a timely manner.

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:

- commonly used techniques for creating production schedules
- administrative procedures associated with compiling production schedules
- ways of presenting production schedules
- formats and features of resource schedules and associated production documentation
- roles and responsibilities of those members of the production team involved in developing production schedules
- artistic and technical elements of productions or events that inform effective scheduling

- typical problems and challenges that may arise when compiling production schedules, and strategies to resolve them
- work health and safety (WHS) requirements that apply to production scheduling.

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:

- resource schedule
- production budget
- interaction with others to support a collaborative approach to schedule development
- scheduling tools and equipment, including scheduling software.

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>