



**Australian Government**

# **CUASOU212 Perform basic sound editing**

**Release: 1**

# CUASOU212 Perform basic sound editing

## 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 perform basic digital sound editing.

The unit applies to those working under supervision who are responsible for preparing, assembling and digitally editing relatively simple sound sequences for media content.

Individuals are expected to contribute to creative outcomes, including selection and acquisition of sound materials.

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

## Unit Sector

Media and Entertainment Production – Audio/Sound

## 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 editing sound                     | 1.1 Confirm production requirements and creative and technical objectives in consultation with required personnel<br>1.2 Obtain, label and securely store audio source materials according to organisational procedures<br>1.3 Confirm editing hardware has sufficient capacity to handle digitising and editing processes<br>1.4 Confirm editing software is suited to technical requirements and enterprise practices<br>1.5 Organise additional equipment to minimise interruptions during editing as required |
| 2. Assemble sequences for                        | 2.1 Digitise content in format required for specified platform                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

| ELEMENT                 | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| editing                 | 2.2 Monitor and optimise quality of digital output and fix problems as required<br>2.3 Identify sound edit positions and document according to requirements<br>2.4 Log and assess sound sequences and create and save digital back-up copies<br>2.5 Evaluate and edit audio content according to technical and creative objectives                                                                                                              |
| 3. Edit sound sequences | 3.1 Edit audio content and document details of each edited sound sequence according to production requirements<br>3.2 Apply audio effects and enhancements to maximise creative outcomes as required<br>3.3 Produce sequences and resolve identified problems using edited software<br>3.4 Refine edits using feedback from required personnel as required<br>3.5 Submit final edits according to agreed deadline and organisational procedures |
| 4. Finalise sound edits | 4.1 Archive and document edited audio files according to organisational procedures<br>4.2 Report on editing equipment requiring maintenance as required and leave workstation in required condition<br>4.3 Participate in post-production debriefing sessions as required<br>4.4 Seek feedback from colleagues and evaluate own creative and technical performance for improvement                                                              |

## 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                                                                                                                                                                                  |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Oral communication | <ul style="list-style-type: none"><li>Gathers and provides information using clear and required language</li><li>Confirms understanding using listening and questioning techniques</li></ul> |
| Reading            | <ul style="list-style-type: none"><li>Interprets textual information to determine job requirements</li></ul>                                                                                 |
| Writing            | <ul style="list-style-type: none"><li>Records detailed information in workplace documentation using simple vocabulary and industry terminology</li></ul>                                     |

| SKILL                     | DESCRIPTION                                                                                                                                                                                                                               |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Teamwork                  | <ul style="list-style-type: none"><li>Follows required communication methods and practices when discussing task requirements and seeking feedback on task progress</li></ul>                                                              |
| Initiative and enterprise | <ul style="list-style-type: none"><li>Makes routine decisions about source materials, equipment capacity and audio formats, and monitors output for problems</li><li>Determines editing techniques required for creative impact</li></ul> |
| Planning and organising   | <ul style="list-style-type: none"><li>Plans and implements routine tasks and workload in a methodical sequence with input from others</li></ul>                                                                                           |
| Technology                | <ul style="list-style-type: none"><li>Manipulates software to resolve problems</li><li>Prepares sound components using digital tools</li></ul>                                                                                            |

## Unit Mapping Information

Supersedes and is not equivalent to CUASOU202 Perform basic sound editing.

## Links

Companion Volume Implementation Guide is found on VETNet -

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