



Australian Government

Assessment Requirements for CUAWRT510 Coordinate editing and pre-production processes for a publication

Release: 1

Assessment Requirements for CUAWRT510 Coordinate editing and pre-production processes for a publication

Modification History

Release	Comments
Release 1	This version first released with CUA Creative Arts and Culture Training Package Version 4.0.

Performance Evidence

Evidence of the ability to coordinate editing and pre-production processes for at least one electronic publication and at least one hardcopy publication, and for each:

- identify publication media and personnel required for particular content
- create instructions, timelines and production schedule for a publication
- liaise with publishers, clients and production team to confirm publication requirements
- monitor editing and production processes to pre-print stage against budget and agreed timelines
- review, edit and submit final proofs
- follow relevant health and safety practices for work tasks
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Knowledge Evidence

The candidate must be able to demonstrate the following knowledge to effectively complete the tasks outlined in the elements and performance criteria of this unit:

- processes used to coordinate the pre- production of a publication
- roles and duties of the production team involved with editing and pre-production processes
- impacts on editing and pre-production processes, of the chosen publication media
- copyright and intellectual property issues relevant to the publishing process
- basic software for writing coordinating processes
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Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a creative arts working environment or commercial writing environment. This includes access to:

- interaction with relevant people
- resources used to develop briefs and production schedules
- resources and reference materials relevant to the editing and pre-production process.

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

Links

Companion Volumes are available from VETNet -

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