



Australian Government

Department of Education, Employment and Workplace Relations

CUEPRP02B Research, obtain and prepare props

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the skills and knowledge required to source, obtain and prepare props for any production within the cultural industries. As such it requires research skills, organisational skills and a sound knowledge of different sources of props and the ways in which props may be used in a production. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.
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Application of the Unit

Application of the unit	Props personnel in the entertainment and screen and media industries apply the skills and knowledge outlined in this unit. Personnel may include props makers, props storepersons and props dressers. The props department may be supervised by a props manager and the props team works closely with set designers, directors and continuity personnel before and during productions. This unit has linkages to a range of other props units and combined assessment and/or training with those units may be appropriate.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Determine props requirements	1.1. Correctly interpret production documentation to determine production props requirements 1.2. Liaise with relevant personnel to discuss the artistic requirements for props where required 1.3. Confirm the budget and timeframes that affect the acquisition of props with appropriate personnel
2. Source and obtain props	2.1. Undertake research on the style and nature of props required to establish a clear picture of precise requirements 2.2. Correctly identify potential sources of props, including investigation of various options to achieve the optimum result 2.3. Locate props that meet design specifications, time and budgetary constraints 2.4. Complete procedures for the acquisition of props in accordance with organisational requirements 2.5. Document acquisition details accurately
3. Prepare and maintain props during production	3.1. Prepare and check props prior to the performance to ensure that all required items are available and/or in working order, including adequate consumable supplies 3.2. Secure and store props in accordance with organisational procedures before, during and after the production 3.3. Identify the need for and organise appropriate prop replacements or repairs to meet production requirements 3.4. Where appropriate, dispose of props in accordance with environmental and safety requirements 3.5. Maintain accurate documentation in relation to the status of props, including appropriate cataloguing

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- research skills in relation to the ability to research options for props acquisition
- literacy skills sufficient to interpret production documentation and other information from a wide range of sources
- numeracy skills sufficient to work with props costings

Required knowledge

- the wide and varying scope of props, including broad categories of props and the role of 'one-off' specialist items
- typical sources of information on props
- sources of different types of props, including both period and contemporary items

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The following evidence is critical to the judgement of competence in this unit:

- knowledge of different props acquisition sources and options
- ability to use research techniques to source props which meet production requirements.

Context of and specific resources for assessment

The assessment context must provide for:

- practical demonstration of skills through the sourcing of props to meet the needs of a particular production
- sourcing of props within realistic workplace timeframes.

Method of assessment

Assessment may incorporate a range of methods to assess performance and the application of essential underpinning knowledge, and might include:

- evaluation of props sourced by the candidate for a given production
- case studies to assess ability to source props for different styles of production
- oral or written questioning to assess knowledge of the scope of props possibilities and sources of props
- review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.

Assessment methods should closely reflect workplace demands and the needs of particular groups (eg people with disabilities, and people who may have literacy or numeracy difficulties such as speakers of languages other than English, remote communities and those with interrupted schooling).

Guidance information for assessment

Assessment of this unit requires access to:

- sources/locations of props.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Production ***requirements*** may include:

- director's specifications
- length of the run of the show
- occupational and health and safety requirements
- organisation standards
- performers' requirements
- production schedule
- resource constraints
- venue requirements

Relevant personnel may include:

- designers
- directors
- set personnel
- other specialists

Props may include:

- costume props
- equipment
- furniture
- hand props
- special effects props
- vehicles

Potential sources of props and different options may relate to:

- borrowing
- buying
- having items specially made
- hiring
- making alterations to existing props

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Visual communication - props
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Co-requisite units

Co-requisite units		