Australian Government

Department of Education, Employment and Workplace Relations

CUF40107 Certificate IV in Screen and Media

Revision Number: 1

INDUSTRY SKILLS COUNCILS
Creating Australia's Future

CUF40107 Certificate IV in Screen and Media

Modification History

Not applicable.

Innovation and Business Skills Australia

Description

Descriptor

This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts in the film, television, radio and digital media industries. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

Job roles

- Animation/visual effects designer
- Archival media specialist
- Camera/lighting operator
- Digital artist
- Production coordinator
- Radio producer/presenter
- Television producer.
-

Pathways Information

Qualification pathways

Pathways into the qualification

Candidates may enter the qualification with limited or no vocational experience and without a relevant lower-level qualification.

Licensing/Regulatory Information

Licensing, **legislative**, **regulatory and certification considerations**

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.

National Standard for Licensing Persons Performing High Risk Work

The National Standard for Licensing Persons Performing High Risk Work applies to persons performing dogging and rigging work. Completion of the following units is required for certification at either basic, intermediate or advanced levels.

CPCCLDG3001A Licence to perform dogging
CPCCLRG3001A Licence to perform rigging basic level
CPCCLRG3002A Licence to perform rigging intermediate level
CPCCLRG4001A Licence to perform rigging advanced level.

National Code of Practice for Induction for Construction Work

Sets and staging for some performances or events may fall within the definition of construction work. If so, people entering the construction site are required to complete the general induction training program specified by the National Code of Practice for Induction Training for Construction Work (Australian Safety Compensation Council, May 2007).

Achievement of the unit 'CPCCOHS1001A Work safely in the construction industry' from the CPC08 Construction and Plumbing Integrated Framework Training Package fulfils this requirement.
Information on occupational licensing and its intersection with vocational education and training can be found in Licensing Line News at www.licensinglinenews.com.

Pre-requisite Units

Code and title	Pre-requisite units required
CUFANM401A Prepare 3D digital models for production	CUFANM310A Create 3D digital models

Entry Requirements

Not applicable.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
The following table contains a summary of the employability skills required by radio producers/presenters based on the units listed above. Using this employability skills summary as an example, trainers and assessors can work out how employability skills would apply to other job roles relevant to the qualification to include important industry application of employability skills in learning and assessment strategies.	
Employability Skill	**Industry/enterprise requirements for this qualification include**:
Communication	- asking questions clearly and confidently of interviewees - clarifying program content requirements - dealing with people in sensitive situations - delivering clear briefings to production staff and program guests - interpreting and completing workplace documentation - interpreting market research into the music preferences of target audiences - listening critically to what interviewees say and responding creatively with further questions to elicit information/opinions from interviewees - negotiating changes to research briefs - presenting material on air in a creative way aimed at keeping listeners listening - projecting a positive and professional image on air - providing clear verbal and non-verbal cues during productions - using industry and community networks as sources of information - writing content in a style appropriate to target audiences/users
Teamwork	- fostering cooperation and creative synergy within production teams - giving and receiving constructive feedback on performance - working as a member of a production team - both independently and under direction
Problem-solving	- applying aural discrimination skills to determine whether technical quality of material is acceptable for broadcast - responding to difficulties encountered during the course of research activities
Initiative and enterprise	- editing sound to meet creative production requirements - dealing with unexpected problems - following new leads in the course of research activities - generating and realising ideas that lead to programs that engage, entertain and inform audiences

Innovation and Business Skills Australia

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
Planning and organising	• documenting research findings clearly and concisely • organising information logically in line with its intended purpose • preparing program content within tight timeframes • timing all content items and fitting them into the allocated program time • planning and managing playlists
Self-management	• managing a range of tasks concurrently • managing work calmly and effectively to achieve goals and results • observing OHS procedures in the workplace • prioritising work tasks • seeking expert assistance when problems arise • sourcing information and reference material in a timely fashion • working under pressure and meeting deadlines
Learning	• improving own on-air presentation techniques through experimentation and practice • improving performance/product through self-reflection and redrafting after feedback • keeping up to date with industry developments and trends • seeking expert advice on legal and copyright issues
Technology	• communicating effectively from a control booth with presenters and production personnel • directing the editing of program segments • editing a range of audio sequences and segments • operating a studio panel with a wide range of inputs • recording interviews in a production studio, telephone recording booth or on location with portable recording equipment • using common features of word processing, spreadsheet and database applications • use scheduling software to organise and manage playlists • using the internet for research

Packaging Rules

Packaging Rules
Total number of units = **13**

Innovation and Business Skills Australia

Packaging Rules
3 core units
10 elective units
8 elective units must be selected from the elective list below.
The remaining **2 elective units** may be selected from the elective units listed any endorsed Training Package or accredited course at the same qualification level. If not listed below, **1** of these units may be selected from a Diploma level qualification.
Electives must be relevant to the work outcome, local industry requirements and the qualification level.
Core units
Creative thinking
BSBCRT301A   Develop and extend critical and creative thinking skills
Industry context
CUFIND301B   Work effectively in the screen and media industries
OHS
CUSOHS301A   Follow occupational health and safety procedures
Elective units
Animation and digital effects
CUFANM301A   Create 2D digital animations
CUFANM302A   Create 3D digital animations
CUFANM303A   Create 3D digital models
CUFANM401A   Prepare 3D digital models for production
CUFANM402A   Create digital visual effects
CUFANM403A   Create titles for screen productions
Audio/sound
CUFSOU204A   Perform basic sound editing
CUSSOU303A   Set up and disassemble audio equipment
CUSSOU304A   Restore audio tracks
CUSSOU305A   Analyse soundtracks

Packaging Rules	
CUSSOU402A	Develop and implement sound plans
CUSSOU406A	Record sound on location
CUSSOU407A	Coordinate location sound recording
Bookkeeping	
BSBFIA301A	Maintain financial records
Broadcasting	
CUFBRD401A	Coordinate television transmission operations
CUFBRD402A	Vision mix television productions
CUFBRD403A	Transfer film to digital formats
CUFBRT404A	Coordinate outside broadcasts
Camera/cinematography	
CUFCAM301A	Shoot material for screen productions
CUFCAM401A	Shoot a wide range of television content
CUFCAM402A	Shoot television content in a multi-camera environment
CUFCAM403A	Plan and implement installation of camera supports
CUFCAM404A	Pull focus
Communication	
BSBCMM401A	Make a presentation
Compliance	
CUFCMP301A	Implement copyright arrangements
Construction	
CPCCOHS1001A	Work safely in the construction industry
Creative thinking	
BSBCRT401A	Articulate, present and debate ideas
BSBCRT402A	Collaborate in a creative process
BSBCRT403A	Explore the history and social impact of creativity
Design	
BSBDES401A	Generate design solutions
BSBDES402A	Interpret and respond to a design brief
BSBDES403A	Develop and extend design skills and practice
Directing	
CUFDRT401A	Direct television programs and segments

Packaging Rules

Diversity

BSBDIV301A   Work effectively with diversity

Drawing

CUVCOR09B   Select and apply drawing techniques and media to represent and communicate the concept

Financial management

BSBFIA402A   Report on financial activity

First aid

HLTFA301B   Apply first aid

HLTFA402B   Apply advanced first aid

HLTFA403A   Manage first aid in the workplace

General administration

BSBADM405B   Organise meetings

Governance

BSBATSIC403B   Maintain and protect culture

BSBATSIC411B   Communicate with the community

BSBATSIL402B   Use the constitution

BSBGOV401A   Implement board member responsibilities

BSBGOV402A   Work within organisational structure

BSBGOV403A   Analyse financial reports and budgets

Human resource management

BSBHRM402A   Recruit, select and induct staff

BSBWOR402A   Promote team effectiveness

ICT use

BSBITU402A   Develop and use complex spreadsheets

ICAU3019B   Migrate to new technology

Industry context

BSBCON401A   Work effectively in a business continuity context

BSBREL401A   Establish networks

CUFIND401A   Provide services on a freelance basis

CUFIND402A   Develop screen and media specialist expertise

Innovation

Packaging Rules	
BSBINN301A	Promote innovation in a team environment
Lighting	
CUFLGT301A	Prepare, install and test lighting equipment
CUFLGT302A	Record and operate standard lighting cues
CUFLGT303A	Install and operate follow spots
CUFLGT304A	Operate floor electrics
CUFLGT402A	Set up, record and operate lighting cues and effects
CUFLGT401A	Implement lighting designs
Management and leadership	
BSBMGT402A	Implement operational plan
BSBPMG408A	Apply contract and procurement procedures
BSBPMG510A	Manage projects
Marketing	
BSBMKG413A	Promote products and services
BSBMKG414A	Undertake marketing activities
OHS	
BSBOHS407A	Monitor a safe workplace
On-air presentation	
CUFAIR302A	Develop techniques for presenting information to camera
CUFAIR401A	Conduct interviews
CUFAIR402A	Present a wide range of radio material
Post-production	
CUFPOS201A	Perform basic vision and sound editing
CUFPOS401A	Edit screen content for fast turnaround
CUFPOS402A	Manage media assets
CUFPOS403A	Colour grade moving images
CUFPOS404A	Cut and match film negative
CUFPOS405A	Restore moving images
CUSSOU403A	Perform advanced sound editing
CUSSOU404A	Edit dialogue
Production planning and management	
CUFPPM301A	Plan and prepare programs

Packaging Rules

CUFPPM401A	Produce programs and program segments
CUFPPM402A	Schedule radio playlists
CUFPPM403A	Coordinate film and media production services and resources
CUFPPM404A	Create storyboards
CUFPPM405A	Floor manage studio shoots
CUFPPM406A	Organise production locations
CUFPPM407A	Coordinate continuity
CUFPPM408A	Compile production schedules
CUFPPM409A	Organise and facilitate rehearsals
CUETEM01C	Coordinate production operations
CUETEM03C	Establish and manage production requirements and resources
CUETEM06B	Organise and monitor bump in/bump out
CUETEM08B	Realise productions

Research

CUFRES401A	Conduct research

Rigging/Dogging

CPCCLRG3001A	Licence to perform rigging basic level
CPCCLRG3002A	Licence to perform rigging intermediate level
CPCCLRG4001A	Licence to perform rigging advanced level
CPCCLDG3001A	Licence to perform dogging

Sustainability

BSBSUS201A	Participate in environmentally sustainable work practices

Workforce development

TAADEL301B	Provide training through instruction and demonstration of work skills
TAADEL403B	Facilitate individual learning
TAADEL404B	Facilitate work-based learning

Writing

BSBWRT401A	Write complex documents
CUFWRT301A	Write content for a range of media
CUFWRT302A	Write simple stories
CUFWRT401A	Edit texts

Packaging Rules
CUFWRT402A   Write extended stories
CUFWRT403A   Write narration and current affairs material

Selecting electives for different outcomes

The context for this qualification varies, and this must guide the selection of elective units. Examples of appropriate elective units for particular outcomes at this level follow.

Television producer/director

Core units plus:

- CUFRES401A Conduct research
- CUFWRT301A Write content for a range of media
- CUFWRT403A Write narration and current affairs material
- CUFPPM401A Produce programs and program segments
- CUFDRT401A Direct television programs and segments
- CUFPPM405A Floor manage studio shoots
- CUFPPM406A Organise production locations
- BSBWOR402A Promote team effectiveness
- BSBPMG510A Manage projects
- BSBOHS407A Monitor a safe workplace

Radio producer/presenter

Core units plus:

- CUFPPM301A Plan and prepare programs
- CUFPPM401A Produce programs and program segments
- CUFRES401A Conduct research
- CUFPPM402A Schedule radio playlists
- CUFWRT301A Write content for a range of media
- CUFWRT403A Write narration and current affairs material
- CUFSOU302A Compile audio material for broadcast
- CUFAIR402A Present a wide range of radio material
- CUFAIR401A Conduct interviews
- CUFSOU204A Perform basic sound editing

Camera/lighting operator

Core units plus:

Packaging Rules

- CUFIND401A Provide services on a freelance basis
- CUFIND402A Develop screen and media specialist expertise
- CUFCAM401A Shoot a wide range of television content
- CUFCAM402A Shoot television content in a multi-camera environment
- CUFCAM403A Plan and implement installation of camera supports
- BSBOHS407A Monitor a safe workplace
- CUFLGT301A Prepare, install and test lighting equipment
- CUFLGT401A Implement lighting designs
- BSBWOR402A Promote team effectiveness
- CUFCAM501A Shoot material for screen productions under special conditions

Production coordinator

Core units plus:

- CUFPPM403A Coordinate film and media production services and resources
- CUETEM01C Coordinate production operations
- CUETEM03C Establish and manage production requirements and resources
- CUETEM06B Organise and monitor bump in/bump out
- CUFPPM409A Organise and facilitate rehearsals
- CUFPPM406A Organise production locations
- CUFPPM408A Compile production schedules
- BSBPMG510A Manage projects
- BSBOHS407A Monitor a safe workplace
- BSBADM405B Organise meetings

Digital artist

Core units plus:

- CUFIND401A Provide services on a freelance basis
- CUFIND402A Develop screen and media specialist expertise
- CUFDIG304A Create visual design components
- CUFANM302A Create 3D digital animations
- CUFANM303A Create 3D digital models
- CUVCOR09B Select and apply drawing techniques and media to represent and communicate the concept
- CUFPPM404A Create storyboards
- CUFANM402A Create digital visual effects
- *CUFANM401A Prepare 3D digital models for production
- CUFANM403A Create titles for screen productions

Packaging Rules

Archival media specialist

Core units plus:

- CUFIND402A Develop screen and media specialist expertise
- CUFPOS403A Colour grade moving images
- CUFPOS404A Cut and match film negative
- CUFPOS405A Restore moving images
- CUFBRD403A Transfer film to digital formats
- CUSSOU304A Restore audio tracks
- CUSSOU305A Analyse soundtracks
- BSBPMG510A Manage projects
- BSBPMG408A Apply contract and procurement procedures
- TAADEL403B Facilitate individual learning