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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Develop own working practice for the film industry (M/506/6563)** | | | | | |
| **You will:** | 1. **Understand film industry working practices and legislation** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Outline the working culture of the film industry |  |  |  | | |  |
| 1. Identify time management skills |  |  |  | | |  |
| 1. Describe the key aspects of health and safety when working on film productions |  |  |  | | |  |
| 1. Identify materials which may be subject to copyright |  |  |  | | |  |
| 1. Explain how regulations may affect the use of copyright materials |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Develop own working practice for the film industry (M/506/6563)** | | | | | |
| **You will:** | 1. **Understand professional development opportunities within the film industry** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Identify key job roles and responsibilities in the film industry |  |  |  | | |  |
| 1. Describe the structure and interrelationships of the production department |  |  |  | | |  |
| 1. Outline the potential progression routes into the film industry and wider sector |  |  |  | | |  |
| 1. Outline the relationship between the film industry and wider creative media sector |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Develop own working practice for the film industry (M/506/6563)** | | | | | |
| **You will:** | 1. **Be able to develop effective working relationships with film production team members** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Describe the impact of own behaviour on others |  |  |  | | |  |
| 1. Identify the key factors for effective working relationships |  |  |  | | |  |
| 1. Interact with others to encourage collaborative thinking and teamwork |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Develop own working practice for the film industry (M/506/6563)** | | | | | |
| **You will:** | 1. **Know how to develop technical skills to meet film production requirements** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Identify the resources needed to meet film production requirements |  |  |  | | |  |
| 1. Identify the technical skills and equipment required for own film production role |  |  |  | | |  |
| 1. Review own technical skills and use of equipment |  |  |  | | |  |
| 1. Identify sources of feedback on your performance |  |  |  | | |  |
| 1. Describe areas for development in your current knowledge, understanding and skills |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Develop own working practice for the film industry (M/506/6563)** | | | | | |
| **You will:** | 1. **Be able to review film productions** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Review and critique a short film production |  |  |  | | |  |
| 1. Review and discuss own choice of:  * British film productions * World film productions |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Develop a treatment or script for film productions (H/506/7080)** | | | | | |
| **You will:** | 1. **Be able to propose ideas for film productions** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Explain how storytelling for screen differs from other forms of media |  |  |  | | |  |
| 1. Explain the difference between a treatment and a script |  |  |  | | |  |
| 1. Describe how to source ideas for scripts or treatments and research them |  |  |  | | |  |
| 1. Research ideas for a script or treatment |  |  |  | | |  |
| 1. Identify strengths and limitations of own ideas |  |  |  | | |  |
| 1. Present ideas for a script or treatment |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Develop a treatment or script for film productions (H/506/7080)** | | | | | |
| **You will:** | 1. **Be able to develop ideas for film productions** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Develop a script or treatment that meets the film production specification |  |  |  | | |  |
| 1. Structure stories that convey the idea or concept within the script or treatment |  |  |  | | |  |
| 1. Communicate the story and characters through a script or treatment |  |  |  | | |  |
| 1. Use feedback to improve own draft for the film production |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Follow the film production process to create a short film (A/506/6565)** | | | | | |
| **You will:** | 1. **Understand the film production process** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Identify the stages of the film production process |  |  |  | | |  |
| 1. Summarise the main functions of each stage of the film production process |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Follow the film production process to create a short film (A/506/6565)** | | | | | |
| **You will:** | 1. **Be able to plan a short film production** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Explain the key elements of a story structure in film |  |  |  | | |  |
| 1. Research ideas for a short film production |  |  |  | | |  |
| 1. Explain own ideas for a short film production |  |  |  | | |  |
| 1. Present short film ideas |  |  |  | | |  |
| 1. Agree production requirements within the film production team |  |  |  | | |  |
| 1. Plan a short film production |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Follow the film production process to create a short film (A/506/6565)** | | | | | |
| **You will:** | 1. **Be able to monitor a film production** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Monitor production progress against the filming plan |  |  |  | | |  |
| 1. Report on progress of own filming plan |  |  |  | | |  |
| 1. Review plan and make any required changes |  |  |  | | |  |
| 1. Produce a short film |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Awareness of the post-production process in film (F/506/6566)** | | | | | |
| **You will:** | 1. **Understand the post-production process in film** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Identify the key stages of the post-production process in film |  |  |  | | |  |
| 1. List the key technical terminology for post-production of images in film |  |  |  | | |  |
| 1. List the key technical terminology for post-production of sound in film |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Awareness of the post-production process in film (F/506/6566)** | | | | | |
| **You will:** | 1. **Understand the post-production requirements in film** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Describe the requirements of a film post-production plan |  |  |  | | |  |
| 1. Explain the procedures used in film post-production |  |  |  | | |  |
| 1. Explain the standards used in film post-production |  |  |  | | |  |
| 1. Describe the practices used in film post-production |  |  |  | | |  |
| 1. Identify available sources of support to increase own understanding of film post-production |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use editing to tell the story in film (J/506/6567)** | | | | | |
| **You will:** | 1. **Understand the ways different film genres are affected by use of editing** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Identify and suggest ways in which editing can help:  * tell the story * show key messages * reflect the genre * convey the story's intended characteristics |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use editing to tell the story in film (J/506/6567)** | | | | | |
| **You will:** | 1. **Understand how the flow and context of the story might be perceived by an audience** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Explain how the audience is engaged with the story |  |  |  | | |  |
| 1. Describe how the flow of the story affects audience perception |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use editing to tell the story in film (J/506/6567)** | | | | | |
| **You will:** | 1. **Be able to use editing processes to achieve creative aims in film** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Cut and assemble shots and scenes to create:  * pace and rhythm * impact * story direction * mood and tension |  |  |  | | |  |
| 1. Test and amend editing decisions |  |  |  | | |  |
| 1. Test and amend editing decisions |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use editing to tell the story in film (J/506/6567)** | | | | | |
| **You will:** | 1. **Be able to review the quality of film material to expected artistic standards** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Review the quality of film material against artistic standards |  |  |  | | |  |
| 1. Identify new ways to help tell the story |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use animation in a short film production (L/506/6568)** | | | | | |
| **You will:** | 1. **Understand the uses of animation in film production** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. List the main features of animation:  * styles * techniques * processes |  |  |  | | |  |
| 1. Describe how animation is affected by other elements of a film production |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use animation in a short film production (L/506/6568)** | | | | | |
| **You will:** | 1. **Be able to develop a plan for using animation techniques in a short film production** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Research and develop ideas for an animated sequence |  |  |  | | |  |
| 1. Identify ways to create images for own short film production |  |  |  | | |  |
| 1. Present ideas for agreement |  |  |  | | |  |
| 1. Plan an animated sequence in a short film production |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use animation in a short film production (L/506/6568)** | | | | | |
| **You will:** | 1. **Be able to produce animation for a short film production** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Use animation techniques in a short film production |  |  |  | | |  |
| 1. Monitor progress of animation production against the agreed plan |  |  |  | | |  |
| 1. Use editing techniques for animation during film post-production |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use sound in a short film production (R/506/6569)** | | | | | |
| **You will:** | 1. **Understand the relationship between sound and picture in film** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Describe the impact that design aspects have upon sound requirements in film |  |  |  | | |  |
| 1. Explain the agreed design concepts |  |  |  | | |  |
| 1. List the main requirements for sound design in film |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use sound in a short film production (R/506/6569)** | | | | | |
| **You will:** | 1. **Be able to develop a plan for sound in a short film production** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Develop a plan for using and recording sound in a short film production |  |  |  | | |  |
| 1. Agree the production plan with others |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Use sound in a short film production (R/506/6569)** | | | | | |
| **You will:** | 1. **Be able to record sound for a short film production** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Use recording techniques to produce a soundtrack for a short film production |  |  |  | | |  |
| 1. Monitor progress of sound requirements against the agreed plan |  |  |  | | |  |
| 1. Use editing techniques for sound during post-production for a short film production |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Awareness of the distribution process for film productions (J/506/6570)** | | | | | |
| **You will:** | 1. **Understand the role of marketing for film** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Identify markets for different film genres including:  * age groups * peer groups * social groups |  |  |  | | |  |
| 1. Identify what is needed to promote a film |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Awareness of the distribution process for film productions (J/506/6570)** | | | | | |
| **You will:** | 1. **Understand the options for film distribution** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Identify options for film distribution |  |  |  | | |  |
| 1. Review the different methods of film distribution and their:  * benefits * shortfalls * efficiency * effectiveness * cost |  |  |  | | |  |

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| **Qualification title:** | **NCFE Level 2 Extended Award in Preparing to Work in the Film Industry** | | | **QAN:** | **601/4490/7** | |
| **Unit title:** | **Awareness of the distribution process for film productions (J/506/6570)** | | | | | |
| **You will:** | 1. **Understand the role of coordination in a marketing event for film** | | | | | |
| **You can:** | **What you’ve done to show this** | **Location of evidence /portfolio page number** | **Link to evidence requirements** | | | **IM/EM signature (if sampled)** |
| 1. Describe the range of activities required when coordinating a marketing event for a film |  |  |  | | |  |
| 1. Identify the responsibilities involved in coordinating a marketing event for a film |  |  |  | | |  |
| 1. Identify the types of problems that may occur during the event and how to deal with these |  |  |  | | |  |
| 1. Describe the types of follow-up activities when coordinating a marketing event for a film |  |  |  | | |  |