



Oxford Cambridge and RSA

<b>Unit Title:</b>	<b>Writing and editing material for a media product</b>
OCR unit number:	H3
Life and Living Skill Area:	Media
Level:	Entry 3
Credit value:	2
Guided learning hours:	20

## Unit purpose and aim

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This unit aims to provide learners with the opportunity to demonstrate that they can write material for a media product and edit the material in line with feedback received before presenting the final version of the material in a suitable format.

Learning Outcomes	Assessment Criteria	Example of ways assessment criteria could be met
<b>The Learner will:</b> 1 Be able to produce written material for a media product	<b>The Learner can:</b> 1.1 Produce draft written material for an agreed media product  1.2 Ask for feedback  1.3 Edit the draft written material in line with feedback received  1.4 Present the final version of the written material in a suitable format	Learners should be able to produce draft written material suitable for editing. Examples of draft written material could include: song lyrics to accompany a piece of music, text for a college webpage, material for a flyer publicising a school event.  Learners should be able to seek feedback. Examples of feedback could include: asking for a peer evaluation, asking for feedback from a client, asking for feedback from a tutor.  Learners should be able to edit material in line with the feedback received. Examples of editing could include: making changes to the content of the song lyrics, editing the text for a college website, editing the flyer by adding appropriate images  Learners should be able to present final versions of written material in a format suitable for

Learning Outcomes	Assessment Criteria	Example of ways assessment criteria could be met
		a media product. Examples could include: presenting the lyrics for a song sized to fit a CD cover, presenting written material on a webpage, presenting written material as a flyer.
2 Be able to work safely	2.1 Work in a way that minimises the risks to self and others 2.2 Use appropriate materials/tools/equipment safely	Learners need to be able to work in ways that minimise the risks to self and others. Examples could include: setting the accessibility options on the computer to minimise eye strain, checking that cables from the printer are tucked safely away, keeping the work area tidy.

## Assessment

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This unit may be assessed using any method, or combination of methods, which clearly demonstrate that the learning outcomes and assessment criteria have been met.

Written material should be fit for purpose and presented in an appropriate format for that media product. For instance, material produced for a webpage will be presented on a webpage, material produced for a flyer will be presented as a flyer.

Possible ways of demonstrating that the assessment criteria have been met are provided in the third column of the unit, these are examples only, learners may demonstrate their ability to meet the criteria in many other ways.

## Evidence requirements

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Candidates must show they can write and edit one piece of material for a media product using feedback to inform the editing of the material. Candidates must present the final version of the written material in a format suitable for that media product.

The Record of Assessment and Evidence for this unit must be completed in full and signed by the assessor to confirm the evidence is authentic and meets the requirements of the learning outcomes and assessment criteria. The completed Record of Assessment and Evidence, together with any other appropriate form of evidence that has been generated for the unit, must be submitted for moderation.