

Unit Title:	Creating a digital sound sequence
Level:	2
OCR unit number:	214S
Credit value:	5
Guided learning hours:	40
Unit reference number:	Y/600/7730

Unit purpose and aim

This unit helps learners to understand the basics of digital sounds for the creative and media sector. It allows them to understand the client brief and time frames and deadlines and preparation techniques to form part of the planning and creation process:

- Candidates will explore the purpose and recording digital sounds and where they are used
- Plan a digital sound sequence to the client brief
- Create and edit the digital sound sequence
- Review the final product with against the original brief

The aim of this unit is for the learner to develop an awareness of the current use of digital audio products and the implications of this technology in the Creative Media sector. The learner will also learn how to exploit these technologies to reach new audiences and generate revenue.

Learning Outcomes	Assessment Criteria	Knowledge, understanding and skills
1. Be able to explore the purpose and recording of digital sound	1.1 Research a range of digital audio products identifying where they are used 1.2 Identify the purpose of these and their target audience 1.3 Explore the use of microphone types and placement for recording	Identify how and why digital sound is used in education, entertainment and business A range is 3 different products with different purposes that the candidate must research and identify Identify characteristics (tone, pitch, timbre, texture, harmony, discord and the use of space) in voiceovers and how they are used in broadcast radio, television and other applications Candidates should produce. Platforms could include Digital Radio, Multimedia authoring,

		<p>online sources of audio files such as sound effects files and complete productions for example podcasts.</p> <p>Candidates should identify the requirements for both recording purposes and playback. How to choose a suitable microphone from the different types available. Include environmental considerations and limitations.</p>
<p>2. Be able to plan a digital sound to a specific brief</p>	<p>2.1 Identify client requirements based on their brief to include the target audience</p> <p>2.2 Identify the equipment to be used to record, store and mix the digital sounds</p> <p>2.3 Plan the original sound track, identifying the</p> <ul style="list-style-type: none"> a) length b) content c) production considerations <p>2.4 Create a work plan to produce the digital sound track to include</p> <ul style="list-style-type: none"> a) recording b) resources c) timescales <p>2.5 Create a production schedule for all aspects of the sound recording</p> <p>2.6 Obtain and prepare the assets and resources for the recording of the digital sounds</p> <p>2.7 List legal implications of any sounds to be recorded or sourced</p>	<p>The plan will include details of client requirements, activities to be carried out with proposed timescales and deadlines, assets to be sourced and equipment to be used.</p> <p>Candidates may produce mind maps and/or mood boards for ideas and scripts</p> <p>A storyboard may be used to show the sequence of sounds on a timeline</p> <p>List copyright implications of any assets to be sourced</p>

<p>3. Be able to create, save and test the digital sound</p>	<p>3.1 Record and source sounds</p> <p>3.2 Process, edit and mix the sounds to create the final sound track</p> <p>3.3 Save and export the sound track for testing</p> <p>3.4 Develop and use a test plan to test the digital sound</p> <p>3.5 Correct any identified faults and apply improvements based on the test plan.</p> <p>3.6 Resave and export the digital sound in the required format as specified by the client brief</p> <p>3.7 Organise electronic files using appropriate naming conventions to facilitate access by others</p>	<p>Candidates should submit files created at all stages of the process to include the final product. This evidence should be provided in a compressed digital format. This could be before and after editing, adding effects and mixing.</p> <p>The save/export could include EQ and compression (audio not file compression)</p> <p>Candidates should test their digital sound – and make any improvements required. Candidates should correct and retest as appropriate.</p> <p>The digital sound should be saved/exported in a format so that it can be listened to for moderation purposes.</p>
<p>4. Understand how to review the digital sound outcome against the original brief</p>	<p>4.1 Critically review the finished product with the client and record feedback</p> <p>4.2 Describe the quality of the finished product.</p> <p>4.3 Explain the fitness for purpose of the finished product.</p> <p>4.4 Identify parameters and constraints that influenced decisions made</p> <p>4.5 Produce accurate written records of relevant information about assets obtained such as</p> <p>a) source ownership</p> <p>b) any restrictions on use</p>	<p>Critical personal review, commenting on the quality of finished product and its fitness for purpose</p> <p>The review should identify positives and negatives relating to the finished product, rather than the creation process as this has been included in earlier evidence.</p> <p>Candidates should review their digital sound against the original brief and obtain feedback from their client. They should identify any parameters and constraints that influenced their decisions. e.g. file formats, asset manipulation, software and hardware constraints, copyright permissions</p> <p>Maintain accurate written records of relevant information about assets obtained, such as source,</p>

	c) where they are located, filenames given	ownership, any restrictions on use, where they are located, filenames given
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Assessment

Assessment will consist of the candidate producing evidence to an OCR set or centre devised brief. All the learning outcomes and assessment criteria must be clearly evidenced in the submitted work, which is remotely moderated by OCR within their e-portfolio solution.

Results will be Pass or Fail.

Evidence requirements

This unit aims to equip the candidate with the ability to produce work for a client to create a digital sound sequence to a standard that meets the requirements of the brief. The candidate is able to work with the client to an agreed design brief to produce a completed product and to use the necessary tools and source the required resources as appropriate.

- 1 Candidates should present a report or presentation to show their exploration of the purpose and recording of digital sounds.
- 2 A plan to show that they have identified the client requirements, that they understand the appropriate equipment, resources and formats of digital sound sequence to meet the brief. Candidates should be able to produce a work plan for creation of the digital sound sequence.

Candidates should create sketches or drawings of ideas.

These sketches should be digitised and submitted with a planning document for moderation.

The planning document clearly meeting all the learning outcomes must be submitted for moderation.

- 3 Be able to produce the digital sound sequence in line with their plan to include:
 - Recording and sourcing sounds
 - Processing, editing and mixing the sounds to create the final sound track in line with the plan
 - Saving and exporting the sound track for testing
 - Developing and using a test plan to test the digital sound
 - Correcting any identified faults and applying improvements based on the test plan, then retesting

- Resaving and exporting the digital sound in the required format as specified by the client brief

These produced files should be digitised for submission although candidates should be encouraged to create them digitally initially.

Evidence should also include a list of file names, types and properties of created files.

Candidates should submit the edited files and annotated screen captures in a report will also assist in evidencing their activities.

- 4 Candidates should prepare a review file to compare the finished product to the original brief and plan.

This should include the identification of any parameters and constraints that influenced decisions that were made e.g. file formats, asset manipulation, software and hardware constraints, copyright permissions, a critical review of the quality of the finished products and their fitness for purpose. A review of the sequence and creation process with the client must be recorded and a record of feedback submitted.

In this critical review candidates should also identify areas for improvement and further development of the sequence.

Guidance on assessment and evidence requirements

Candidates must produce all work to an acceptable standard and meet all the identified assessment objectives and learning outcomes.

A report that incorporates, for example, client discussion, written brief, specification, end user requirements, purpose and timescales must be submitted.

Screen captures of the finished product do not evidence the planning process.

Screen captures will need to evidence the creation process, using an appropriate range of tools and techniques

Candidates should submit files created at all stages of the process to include the final product. This evidence should be provided in a compressed digital format.

Students should produce critical review reflecting upon how successfully product meets the requirements of the brief, identifying any parameters and constraints that influenced their decisions. (e.g. file formats, asset manipulation, software and hardware constraints, copyright permissions) identifying what they would do differently if faced by a similar task and why.

You should refer to the 'Admin Guide: Vocational Qualifications (A850)' for Notes on Preventing Computer-Assisted Malpractice.

Details of relationship between the unit and national occupational standards

OCR Creative iMedia		Content crossover with National Occupational Standards	
Unit	Title		
214S	Creating a digital sound sequence	IM1 S17 S16	Work Effectively in Interactive Media Record sound on location Make sound recordings

Resources

Equipment: A computer system capable of running a range software packages that will enable the candidate to meet the requirements of the client must be used.

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications*' (A850).