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**SOUTH AFRICAN QUALIFICATIONS AUTHORITY
REGISTERED UNIT STANDARD:**

Operate studio equipment for radio production

SAQA US ID	UNIT STANDARD TITLE			
12606	Operate studio equipment for radio production			
ORIGINATOR				
SGB Audio-visual Media Production				
PRIMARY OR DELEGATED QUALITY ASSURANCE FUNCTIONARY				
-				
FIELD			SUBFIELD	
Field 04 - Communication Studies and Language			Communication Studies	
ABET BAND	UNIT STANDARD TYPE	PRE-2009 NQF LEVEL	NQF LEVEL	CREDITS
Undefined	Regular	Level 5	Level TBA: Pre-2009 was L5	5
REGISTRATION STATUS		REGISTRATION START DATE	REGISTRATION END DATE	SAQA DECISION NUMBER
Reregistered		2018-07-01	2023-06-30	SAQA 06120/18
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT		
2024-06-30		2027-06-30		

In all of the tables in this document, both the pre-2009 NQF Level and the NQF Level is shown. In the text (purpose statements, qualification rules, etc), any references to NQF Levels are to the pre-2009 levels unless specifically stated otherwise.

This unit standard does not replace any other unit standard and is not replaced by any other unit standard.

PURPOSE OF THE UNIT STANDARD

This unit standard will be useful to people who work in radio production and are responsible for operating radio studio equipment.

People credited with this standard will be able to:

- Identify and prepare studio equipment
- Operate studio equipment

Equipment Range: Desktop computer, CD player, microphone, mini disk player, reel to reel machine, turntables, mixing desk, telephone hybrid, digital editing software.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

The credit value is based on the assumption that people starting to learn towards this unit standard are already competent in:

- Reading and writing at NQF level 4.
- Computer literate at NQF level 4.

UNIT STANDARD RANGE

The following scope and context applies to the whole unit standard:

- Radio broadcast, production studios and single operator radio studio.
- Equipment range:- CD player, microphone, mini disk player, reel to reel machine, turntables, mixing desk, telephone hybrid.

Specific range statements are provided in the body of the unit standard where they apply to particular specific outcomes or assessment criteria.

Specific Outcomes and Assessment Criteria:

SPECIFIC OUTCOME 1

Prepare studio equipment.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

1. Equipment is identified and selected according to operation or radio production requirements and ensured to be in working order.

ASSESSMENT CRITERION 2

2. All relevant studio equipment functions are described in terms of their application.

ASSESSMENT CRITERION 3

3. Contingency plans are established in the event of equipment malfunction and back-up equipment is ensured to be available and in good working condition.

ASSESSMENT CRITERION 4

4. Power-up and power down studio equipment in accordance with the studio manufacturer instructions and procedure.

ASSESSMENT CRITERION 5

5. The consequences of incorrect switch-on and switch-off are described in terms of potential damage, safety and business implications.

ASSESSMENT CRITERION 6

6. All equipment is tested and fully operational by the deadlines set by the production schedule.

ASSESSMENT CRITERION 7

7. All safety, health, and maintenance aspects are followed during the preparation.

ASSESSMENT CRITERION 8

8. Studio is ready for use according to the production schedule.

ASSESSMENT CRITERION 9

9. The fader routing of relevant equipment on the mixing desk are tested and identified correctly to maximise studio ease of operation.

SPECIFIC OUTCOME 2

Operate studio equipment.

OUTCOME RANGE

Equipment range:- Desktop computer, CD player, microphone, mini disk player, reels to reel machine, turntables, mixing desk, telephone hybrid, and digital editing software.

ASSESSMENT CRITERIA

ASSESSMENT CRITERION 1

1. Audio levels are set in accordance with production requirements.

ASSESSMENT CRITERION 2

2. Audio sources are selected and mixed in accordance with the production requirements.

ASSESSMENT CRITERION RANGE

Audio sources are voice over, music, sound bites and sound effects

ASSESSMENT CRITERION 3

3. The audio levels are monitored constantly.

ASSESSMENT CRITERION 4

4. A back-up archive is made of the production during the entire production.

ASSESSMENT CRITERION 5

5. All studio equipment is in working order and ready for the next production.

ASSESSMENT CRITERION 6

6. All related administration duties are completed according to production requirements.

UNIT STANDARD ACCREDITATION AND MODERATION OPTIONS

Accreditation Options:

Providers of learning towards this unit standard will need to meet the accreditation requirements of the MAPPP-SETA's ETQA.

Moderation Option:

The moderation requirements of MAPPP-SETA's ETQA must be met in order to award credit to learners for this unit standard.

UNIT STANDARD ESSENTIAL EMBEDDED KNOWLEDGE

Essential embedded knowledge will be assessed through assessment of the specific outcomes in terms of the stipulated assessment criteria. Candidates are unlikely to achieve all the specific outcomes, to the standards described in the assessment criteria, without knowledge of the listed embedded knowledge. This means that for the most part, the possession or lack of the knowledge can be directly inferred from the quality of the candidate's performance. Where direct assessment of knowledge is required, assessment criteria have been included in the body of the unit standard.

The following embedded knowledge is addressed in an integrated way in the unit standard:

- Desktop computer, operating system, audio editing software.
- Studio and production policy, radio formats, editing, sound and acoustics.
- Studio electricity, health, safety, and fire procedure and regulations.
- Acoustic and digital radio production studio equipment.
- Production consumables e.g. cassettes, CDs, mini disks, etc.
- Effective communication techniques including active listening, taking instructions, patients and non-verbal communication.

Critical Cross-field Outcomes (CCFO):

UNIT STANDARD CCFO IDENTIFYING

Identify and solve studio problems and make decisions using critical and creative thinking by identifying faults and taking remedial action.

UNIT STANDARD CCFO WORKING

Work effectively with others (colleagues) as a member of a team, group, organisation to achieve the production requirements.

UNIT STANDARD CCFO ORGANISING

Organise and manage themselves (during the production) and their activities responsibly and effectively to complete work operations within deadlines.

UNIT STANDARD CCFO COLLECTING

Collect, analyse, organise and critically evaluate production information.

UNIT STANDARD CCFO COMMUNICATING

Communicate effectively (colleagues), using visual and / or language skills.

UNIT STANDARD CCFO SCIENCE

Use science and technology (audio equipment) effectively and critically showing responsibility towards the environment (venue) and health of others (colleagues).

UNIT STANDARD CCFO DEMONSTRATING

Demonstrate an understanding that the production is a set of related systems and that problem-solving do not exist in isolation.

UNIT STANDARD ASSESSOR CRITERIA

Assessors should keep the following principles in mind when designing and conducting assessments against this unit standard:

- Focus the assessment activities on gathering evidence in terms of the main outcome expressed in the title to ensure assessment is integrated rather than fragmented. Remember we want to declare the person competent in terms of the title. Where assessment at title level is unmanageable, then focus assessment around each specific outcome, or groups of specific outcomes.
- Make sure evidence is gathered across the entire range, wherever it applies. Assessment activities should be as close to the real performance as possible, and where simulations or role-plays are used, there should be supporting evidence to show the candidate is able to perform in the real situation.
- Do not focus the assessment activities on each assessment criterion. Rather make sure the assessment activities focus on outcomes and are sufficient to enable evidence to be gathered around all the assessment criteria.
- The assessment criteria provide the specifications against which assessment judgements should be made. In most cases, knowledge can be inferred from the quality of the performances, but in other cases, knowledge and understanding will have to be tested through questioning techniques. Where this is required, there will be assessment criteria to specify the standard required.
- The task of the assessor is to gather sufficient evidence, of the prescribed type and quality, as specified in this unit standard, that the candidate can achieve the outcomes again and again and again. This means assessors will have to judge how many repeat performances are required before they believe the performance is reproducible.
- All assessments should be conducted in line with the following well documented principles of assessment: appropriateness, fairness, manageability, integration into work or learning, validity, direct, authentic, sufficient, systematic, open and consistent.

REREGISTRATION HISTORY

As per the SAQA Board decision/s at that time, this unit standard was Reregistered in 2012; 2015.

QUALIFICATIONS UTILISING THIS UNIT STANDARD:

	ID	QUALIFICATION TITLE	PRE-2009 NQF LEVEL	NQF LEVEL	STATUS	END DATE	PRIMARY OR DELEGATED QA FUNCTIONARY
Core	49125	National Certificate: Radio Production	Level 5	Level TBA: Pre-2009 was L5	Passed the End Date - Status was "Registered"	2007-12-02	Was MICTS until Last Date for Achievement
Core	62069	National Certificate: Radio Production	Level 5	Level TBA: Pre-2009 was L5	Reregistered	2023-06-30	MICTS
Elective	58978	National Certificate: Journalism	Level 5	Level TBA: Pre-2009 was L5	Reregistered	2023-06-30	MICTS
Elective	49123	National Certificate: Journalism	Level 5	Level TBA: Pre-2009 was L5	Passed the End Date - Status was "Registered"	2007-10-18	Was MICTS until Last Date for Achievement

PROVIDERS CURRENTLY ACCREDITED TO OFFER THIS UNIT STANDARD:

This information shows the current accreditations (i.e. those not past their accreditation end dates), and is the most complete record available to SAQA as of today. Some Primary or Delegated Quality Assurance Functionaries have a lag in their recording systems for provider accreditation, in turn leading to a lag in notifying SAQA of all the providers that they have accredited to offer qualifications and unit standards, as well as any extensions to accreditation end dates. The relevant Primary or Delegated Quality Assurance Functionary should be notified if a record appears to be missing from here.

1. Artshub Institute (Pty) Ltd
2. ATTI Nelspruit Pty Ltd
3. Davest Trading 36 Pty Ltd
4. Falcon Business Institute (Pty) Ltd
5. Jeppe College of Commerce and Computer Studies
6. NEMISA
7. South African Film Institute

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