Arrangements for:

National Certificate in Sound Production

at SCQF level 6

Group Award Code: G977 46

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Acknowledgement

History of changes

It is anticipated that changes will take place during the life of the qualification, and this section will record these changes. This document is the latest version and incorporates the changes summarised below.

Version number	Description	Date
8	**Revision of units codes:** Unit codes were updated for the following units: Music: Composing Skills H23V 75 (J2AF 75) Music: Composing Skills H23V 76 (J2AG 76) Music Technology in Context H247 75 (J259 75) Music Technology Skills H243 76 (J256 75) The unit content and assessment for all of the units is unchanged	25/09/2019
7	**Revision of Unit**: Digital Media: Video Acquisition (F1JW 10) *has been revised by* Digital Media: Moving Images (HW4Y 44) *and will finish on* 31/07/2020. **Revision of Unit**: Digital Media: Audio Editing (F1KT 11) *has been revised by* Digital Media: Audio (HW4W 45) *and will finish on* 31/07/2020. **Revision of Unit**: Digital Media: Video Editing (F1KV 11) *has been revised by* Digital Media: Moving Images (HW4Y 45) *and will finish on* 31/07/2020.	December 2017
6	**Revision of Unit**: F58G 12 Sound: Understanding the Signal Path *has been revised by* H7F9 46 Sound: Understanding the Signal Path *and will finish on* 31/07/2016.	July 2014
5	**Revision of Unit**: DV45 11 Music Composing *has been revised by* H23V 75 Music: Composing Skills. and H247 75 Music Technology in Context *and will finish on* 31/07/2016.	May 2014
4	F3GF 12(Numeracy) and F3GB 12(Communication) F292 11(Sound Design in Visual Media Applications: An Introduction added as optional Units to this Framework.	May 2013
3	New Optional Unit added to framework – Intellectual Property (FT2D 12)	August 2011
2	Further clarification that a minimum of 7 Units must be achieved at SCQF level 6 to gain the NC.	September 2010
2	New Unit codes for the following Units: Music: Promotion in the Music Industry (F8LF 12) Music: Management in the Music Industry (F8LG 12)	September 2010

Contents

1   Introduction

This is the Arrangements Document for the new Group Award in Sound Production, at SCQF level 6. This document includes: background information on the development of the Group Award, its aims, guidance on access, details of the Group Award structure, and guidance on delivery.

The award is designed to meet the needs of candidates who wish to develop a foundation for progression to further study and to provide skills and knowledge appropriate to the audio industry.

2   Rationale for the development of the Group Award

The rationale for the National Certificate (NC) in Sound Production is based on two main factors, both of which reflect gaps in current SQA provision in this area at this level. The first is the absence of a suitable SQA award while the second is the limited availability of relevant, up-to-date Units suitable for the needs of those studying at this level. Both constrain the ability of colleges to provide programmes of study which will prepare candidates adequately for employment or enable successful candidates to progress to further study and qualifications.

The NC in Sound Production aims to provide candidates with appropriate skills and knowledge in sound production, music business and performance, by providing a mandatory set of Units and wide range of optional Units which can be tailored to the needs of the candidate therefore allowing a number of progression routes.

Nature and purpose of award

Sound plays a central role in the cultural life of Scotland and the UK, be it as music or as part of other cultural art forms such as TV, film or art installations. The importance of the cultural aspects of the creative industries in which sound plays a part have been recognised by many across Scotland, including the Scottish Government:

'Culture is a part of the way that we understand and project ourselves and Scotland's place in the world. We have a reputation for unique, accessible and high-quality culture that embraces the traditional and the contemporary. Scotland's rich heritage and vibrant cultural life play a huge part in making Scotland a great place in which to live, work and invest, and to visit.'

Linda Fabiani, The Minister for Europe, External Affairs and Culture, Nov 2007.[1]

From an economic standpoint, the creative industries are a significant contributor to the UK economy accounting for 7% of the overall workforce[2] and over 7.3% of Gross Value Added (GVA[3])[4]. Looking at the music industry, which obviously makes use of extensive technical talent in sound creation and manipulation, the Creative and Cultural Skills Council (CCSC) has established that there are over

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[1] http://www.scottish.parliament.uk/business/officialReports/meetingsParliament/or-07/sor1 107-02.htm

[2] Beyond the creative industries: mapping the creative economy in the United Kingdom, NESTA, 2008

[3] GVA measures the contribution to the economy of each individual producer, industry or sector in the United Kingdom and is used in estimating Gross Domestic Product (GDP).

[4] Creative Industries Economic Estimates Statistical Bulletin, Department for Culture, Media and Sport.

95,000 people employed in the music industry and that it has a Gross Value Added of £6 billion, which represents 1% of the overall UK GVA[5]. In 2003 Scottish Enterprise estimated that the Scottish music industry alone had a turnover of approximately £470 million and employed over 4,000 people[6]. It is recognised that the majority of these people would be working in a freelance or self-employed capacity.

Within the creative industries the audio industry encompasses elements of the:

♦ Music industry

♦ Film industry

♦ Games industry

♦ Broadcasting industry

The cultural and economic significance of the audio industry means that it is vital that the industry has access to skilled and knowledgeable people. The National Certificate in Sound Production will contribute to improving opportunities for young people and adults to acquire skills and knowledge relevant to the needs of industry.

By providing knowledge in technology, business and performance, and the opportunity to tailor the award to suit individual and local needs, this National Certificate will allow candidates to acquire an award which reflects the needs identified by these dynamic industries.

Establishing the need for the qualification

Sector consultation has used a combination of formal and informal mechanisms from the start of the review process. A review was carried out between February and April 2006 during which sector feedback and comment was sought. A questionnaire went out to all FE colleges and a number of colleges also took part in interviews. A combination of desk research and consultation with sector practitioners was used in compiling the data and information, which informed this review process. Desk research incorporated a review of patterns of uptake figures from candidate entries from 2004/2005 for identified SQA Units and awards in the current NQ catalogue. Qualifications on offer by centres were also reviewed in an attempt to identify trends and patterns of uptake across the sector and to identify best practice in the design of qualifications. Participants from a number of Scottish colleges then attended a feedback session on this review, which was held in May 2006. Appendix A contains the executive summary from the review report.

A further engagement event was held in May 2007. This process reaffirmed sector concerns and issues relating to the current catalogue and confirmed sector comments and feedback from the earlier scoping review process. The following key concerns were identified:

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[5] http://www.ccskills.org.uk/insight/music.html

[6] Mapping the Music Industry in Scotland, Scottish Enterprise, Feb 2003

- Existing provision out of date

- Disparity of provision and standards

- Disparity between locally devised NC programmes and HN provision

Following on from this event, a Sound Production Qualifications Design Team (QDT) was established in September 2007. QDT members were asked to consider the extent and type of provision needed for a new award in Sound Production at SCQF level 6. The remit of this group was informed by the earlier sector scoping review process commissioned in 2006 by SQA which identified weaknesses and gaps within the SQA catalogue of Sound Production Units.

The original scoping report provided SQA and the QDT members with a qualification profile for the Sound Production sector. Industry consultation took place principally through the members of the QDT. The membership of the team included representatives from Creative and Cultural Skills Council, MCPS/PRS Alliance, Musicians' Union and several independent music and sound production companies. The constitution of the design team reflected wide consultation and dialogue with industry over the new Group Award.

FE college representatives from the design and development teams fed back candidate concerns, which largely revolved around the fact that there was no nationally recognised award available and that there was a significant disparity between NQ and HN provision.

It emerged through scoping and consultation that there was a need for a nationally recognised award. Lecturers and candidates from the college sector expressed a desire for standardisation across Scotland in terms of award. They also wanted a better preparation for articulation to HN qualifications, which a nationally recognised award would bring. This view was supported by industry members of the QDT.

Establishing the level of award

The review in 2006 established that there were 15 locally devised non-advanced awards available in 11 centres across Scotland. Analysis of the component Units of a number of awards indicated that there were over 1,700 entries for the most popular Sound Production Units, the majority of which were offered at FE colleges.

Current arrangements operated by centres are designed to meet the needs of learners at all three SCQF levels 4–6. This award, however, is aimed at SCQF level 6 but provides opportunities for learners who wish to do so to choose some Units at SCQF levels 5 and 7.

The QDT, in consultation with industry and Scotland's colleges, established that an award at level 6 was appropriate for the following reasons:

- It would provide more effective articulation with HN qualifications

- The entry profile of students was more suited to a level 6 award

Overall, the mandatory section of the award is commensurate with the SCQF descriptors at level 6. It covers basic knowledge in key areas such as sound production and MIDI sequencing as well as a basic introduction to the music industry. A number of Units are available at a range of levels, for example, it is possible for a musician to complete the Unit *Music: MIDI Sequencing* at two levels, namely SCQF levels 5 and 6. This flexibility will allow centres and candidates to tailor their award to suit their particular abilities.

Appendix B provides a progression map of music/music-related Courses and programmes.

National Occupational Standards

Both the QDT and the development team recognised the importance of benchmarking any development with appropriate National Occupational Standards (NOS). The closest NOS to this area have been developed by Skillset and are for those working in audio in the film and TV industries. At the time of Group Award development these NOS were under review. However, members of the development team have been actively involved in responding to NOS developments. As part of SQA's review cycle of all qualifications, the National Certificate in Sound Production will be subject to review in the future when the award will be benchmarked against the National Occupational Standards for Sound.

3 Aims of the Group Award

3.1 Principal aims of the Group Award

The principal aims of the proposed National Certificate in Sound Production are to provide opportunities for candidates to:

♦ develop a range of appropriate practical skills, knowledge and understanding relevant for contemporary sound production practice
♦ gain an appropriate learning experience in sound production at a non-advanced level
♦ raise awareness and gain an understanding of the infrastructure of the music and audio industries
♦ develop sound production skills
♦ acquire an appreciation of a range of music genres, for example Jazz, Classical, Rock, Folk, Pop, Dance
♦ gain an understanding of the music and audio industries and the employment opportunities within them
♦ acquire skills in the use of MIDI for music making/composing
♦ gain experience of planning, executing and evaluating a creative project
♦ progress on to advanced courses and qualifications such as HNC, HND and degree programmes in Sound Production including BSc and BMus (see Appendix B for possible articulation routes)

- ♦ gain skills and knowledge in:
    — synthesis and sampling
    — sound design
    — DJing
    — music management
    — music performance
    — composition
    — critical listening skills
    — music promotion
    — community music
    — copyright
    — enterprise
- ♦ broaden knowledge of and gain skills in occupational areas including:
    — languages
    — mathematics
    — radio
    — video
    — multimedia

3.2 General aims of the Group Award

The general aims of the National Certificate in Sound Production at SCQF level 6 are to provide:

- ♦ a robust award of practical and related theoretical content which meets the needs of candidates, centres and a variety of identified progression pathways
- ♦ the opportunity for progressive development of competencies and personal learning through the use of the SCQF and the development and promotion of reflective practice approaches to learning
- ♦ an award that supports the development of a range of transferable generic employability and essential skills (including Core Skills)
- ♦ an award structure which has sufficient flexibility to allow for a number of different modes of delivery and which can be tailored to suit an identified range of progression pathways

3.3 Target groups

The National Certificate in Sound Production is aimed at school leavers, adult returners or those working in the audio industries. It is designed as a starting point for those interested in working in the audio industries or as Continuous Professional Development for those already employed in some capacity. The Units which comprise the award take a practical approach to both delivery and assessment which is reinforced in Assessment Support Packs which accompany all mandatory Units.

3.4   Employment opportunities

It is anticipated that the majority of those achieving the National Certificate in Sound Production will articulate with HN Sound Production or HN Music related programmes. However, it is recognised that successful candidates could possibly find employment in the following areas:

♦   Studio Engineering

♦   Live Engineering

♦   Sound Designing

♦   Technical Support

4   Access to Group Award

Access is at the discretion of the centre, however candidates would benefit from previous experience of a Sound Production Course, Units or National Course in Music: Performing with Technology at Intermediate 1 or 2. Moreover, it would be expected that candidates would have an interest and some experience of sound production. Relevant work experience would also be acceptable.

Each Unit of the award states that entry is at the discretion of the centre, however, some of the Units indicate prior attainment that would be useful for candidates to demonstrate. For example, it would be useful if the candidate had completed the optional Unit *Sound Engineering and Production* at SCQF level 5 before attempting the mandatory Unit *Sound Engineering and Production* at SCQF level 6. Some candidates may, for example, have some relevant previous attainment from school such as Standard Grades at General or Credit level which suggests that they can successfully embark on an award at SCQF level 6. Others who may have no formal qualifications might have suitable life or work experience which indicates that they will be able to tackle Units at SCQF level 6. The latter may be particularly applicable for adult returners.

5　Group Award structure

The National Certificate in Sound Production comprises:

♦ a 7 credit mandatory section

♦ a minimum of 5 credits from the optional section

To achieve the final award, the candidate must achieve a total of 12 credits. A minimum of 7 credits must be achieved at SCQF level 6.

5.1　Framework

Mandatory Units

Those Units marked with ** are shared with the National Certificate in Music (SCQF level 6).
For those marked with * please refer to history of changes for Unit revisions.

Code	Mandatory Units (7 credits)	SCQF level	Credits
F58J 12	Music:An Introduction to the UK Music Industry **	6	1
H7F9 46	Sound: Understanding the Signal Path*	6	1
F58F 12	Creative Project **	6	1
F58M 12	Appreciation of Music **	6	1
F5DV 12	Music: MIDI Sequencing **	6	1
F58H 12	Sound Engineering and Production **	6	1
HW4W 45	Digital Media: Audio*	5	1

Optional Units

Five optional Units must be selected from the Option Groups on the following pages.

Three to five Units must be selected from Option Group A over the page. Option Group A consists of a range of Units in the following areas:

♦ Music Technology

♦ Performing

♦ Composing

♦ Music Business

Code	Option A (3–5 credits)	SCQF level	Credits
F5DW 11	Sound Engineering and Production *	5	1
F5DX 11	Music: MIDI Sequencing *	5	1
F58N 12	Sound: Synthesis and Sampling Skills *	6	1
F5DY 12	Sound: Design *	6	1
F5E0 12	Sound: Reinforcement *	6	1
F5E1 12	Sound: Music Remixing *	6	1
F5E2 12	Music: Technical Support *	6	1
F5E3 12	Sound: Digital DJing – An Introduction *	6	1
F5E4 13	Music: Visuals for Live Performance *	7	1
F5DS 12	Sound: Audio Electronics — An Introduction	6	1
F3F4 11	Performing Music on One Instrument or Voice *	5	1
F3F4 12	Performing Music on One Instrument or Voice *	6	1
F3F4 13	Performing Music on One Instrument or Voice *	7	1
J2AF 75	Music: Composing Skills*	5	1
J259 75	Music: Technology in Context*	5	1
DV45 12	Music: Composing *	6	1
J2AG 76	Music: Composing Skills*	6	1
F58K 11	Music: Live Performance *	5	1
F5E5 12	Music: Live Performance *	6	1
J256 76	Music Technology Skills*		
DJ28 33	Keyboard Skills for Music Production *	6	1
F5E6 13	Music: Organising a Community-based Musical Activity *	7	1
F8LF 12	Music: Promotion in the Music Industry *	6	1
F8LG 12	Music: Management in the Music Industry*	6	1
FT2D 12	Intellectual Property*	6	1
F3GF 12	Numeracy	6	1
F3GB 12	Communication	6	1
F292 11	Sound Design in Visual Media Applications: An Introduction	5	1

*refer to history of changes for revision details

Option Group B contains broadening options and allows centres to offer the award in Sound Production with additional specialisms in:

- Languages
- Mathematics

- Radio
- Video
- Multimedia

The inclusion of these specialisms allows centres to tailor the award to the specific needs of their candidates. A maximum of 2 credits may be achieved from these optional Units.

Code	Option B (maximum 2 credits)	SCQF level	Credits
F3CG 11	French for Work Purposes	5	1
F3CG 12	French for Work Purposes	6	1
F3C7 11	Spanish for Work Purposes	5	1
F3C7 12	Spanish for Work Purposes	6	1
F3CC 11	German for Work Purposes	5	1
F3CC 12	German for Work Purposes	6	1
F3CB 11	Italian for Work Purposes	5	1
F3CB 12	Italian for Work Purposes	6	1
F3HV 11	Mathematics: Craft 1	5	1
F3HW 11	Mathematics: Craft 2	5	1
F3HX 12	Mathematics: Technician 1	6	1
F3HY 12	Mathematics: Technician 2	6	1
D11T 10	Core Mathematics 3	4	1
D11V 11	Core Mathematics 4	5	1
D11W 11	Mathematics: Analysis/Algebra 1	5	1
ED51 12	Mathematics: Analysis/Algebra 2	6	1
ED50 12	Calculus 1	6	1
F57X 12	Media: Making a Radio Programme	6	2
F58B 12	Media: Radio Interviewing	6	1
F58D 11	Media: Radio Music Programme Production	5	1
F581 12	Media: Radio Feature Production	6	1
HW4Y 44	Digital Media: Moving Images*	4	1
HW4Y 45	Digital Media: Moving Images*	5	1
DM4D 11	Applied Multimedia	5	1
DM4D 12	Applied Multimedia	6	1

*refer to history of changes for revision details

5.2   Mapping

The NOS in this area are currently being updated so a valid mapping could not be carried out. A mapping will be provided when appropriate NOS are available.

The table below shows how the aims expressed in Section 3 map to the mandatory Units of the award as given in Section 5.

Aims	Mandatory Units						
	Music: An Introduction to the UK Music Industry	Sound: Understanding the Signal Path	Creative Project	Appreciation of Music	Music: MIDI Sequencing	Sound Engineering and Production	Digital Media: Audio Editing
Develop a range of appropriate practical skills, knowledge and understanding relevant for contemporary sound production practice	X	X	X	X	X	X	X
Gain an appropriate learning experience in sound production at a non-advanced level		X	X			X	X
Raise awareness and gain an understanding of the infrastructure of the music and audio industries	X	X	X	X	X	X	X
Develop sound production skills			X		X	X	X
Acquire an appreciation of a range of music genres, for example Jazz, Classical, Rock, Folk, Pop, Dance				X			
Gain an understanding of the music and audio industries and the employment opportunities within them	X		X				
Acquire skills in the use of MIDI for music making/composing					X		
Gain experience of planning, executing and evaluating a creative project			X				
Provide opportunities for progression on to advanced courses and qualifications such as HNC, HND and degree programmes in Sound Production	X	X	X	X	X	X	X

5.3   Core Skills

Entry and exit levels of Core Skills for the National Certificate in Sound Production will be set by individual centres. Opportunities exist to gather evidence within Units which can contribute towards Core Skills. The table below highlights the mandatory Units of the award which can be used to generate evidence for Core Skills.

Core Skill	Developed through
Communication	Music: An Introduction to the UK Music Industry
	Creative Project
	Appreciation of Music
	Sound: Understanding the Signal Path
	Sound Engineering and Production
	Digital Media: Audio Editing
Problem Solving	Creative Project
	Appreciation of Music
	Music: MIDI Sequencing
	Sound: Understanding the Signal Path
	Sound Engineering and Production
	Digital Media: Audio Editing
Information Technology	Music: An Introduction to the UK Music Industry
	Appreciation of Music
	Music: MIDI Sequencing
Working with Others	Creative Project
	Appreciation of Music
	Sound: Understanding the Signal Path
	Sound Engineering and Production

5.4   Articulation, professional recognition and credit transfer

The National Certificate in Sound Production has been designed to allow candidates to articulate onto the HNC/HND Sound Production programme. Given the high level of commonality between this award and the National Certificate in Music, successful candidates could also possibly articulate onto the HNC/HND Music programme and HNC/HND Music Business programme.

6   Approaches to delivery and assessment

It is suggested that when considering the approach to delivery and the framework and choice of optional Units, centres should take account of:

♦   the individual candidate

♦   required criteria laid down by other bodies for candidate entry to advanced courses

♦   requirements for employment

♦   SFC Course funding requirements

♦   potential placements

Although primarily envisaged as a full-time Course, it would also be suitable for candidates to undertake the award on a part-time basis.

The award structure and Unit content has been developed to allow for integrative and cross assessment. The use of an integrated and linked delivery methodology in centres will provide candidates with more meaningful learning experiences and promote an increased coherence between the Units. Examples of where learning and assessment could be integrated include the *Sound: Understanding the Signal Path* Unit which gives candidates an opportunity to acquire skills and knowledge in basic audio systems. This Unit could link closely to the mandatory *Sound Engineering and Production* Unit and to the optional *Sound: Reinforcement* Unit.

Other examples include integrating *Music: MIDI Sequencing* and *Digital Media: Audio Editing* with some of the more applied Units such as *Sound: Design* or *Sound: Music Remixing*.

The assessment strategy for the proposed awards aims for a balanced approach to assessment as well as complementary and supplementary methods of assessment which reflect the nature of the subject area. The majority of assessment is practical based. Appendix C details the range of assessments utilised in the mandatory section of the award.

Unit Specifications detail all mandatory Evidence Requirements, providing centres with valuable information relating to assessment procedures and conditions for each assessment event. Assessment Support Packs (ASPs) will be made available for mandatory Units and selected new Units. These will reinforce the practical aspect of the Unit Specification as well as reinforcing a common standard across centres.

Unit Specifications also provide advice and guidance on different approaches to delivery.

Learning and teaching approaches could include lectures, individual and group work reinforced by handouts and worksheets which should incorporate problem-solving exercises. Appendix D gives details of possible sequence of delivery within the award. Candidates should be encouraged to use and become familiar with a wide range of audio sources and resources, including ICT.

There are a number of potential routes for candidates within the NC Sound Production framework. The following examples are given:

Sound Engineer's route

Mandatory Units (7 credits)	SCQF level	Credits
Music: An Introduction to the UK Music Industry	6	1
Sound: Understanding the Signal Path	6	1
Creative Project	6	1
Appreciation of Music	6	1
Music: MIDI Sequencing	6	1
Sound Engineering and Production	6	1
Digital Media: Audio Editing	5	1
Optional Units (5 credits)		
Sound Engineering and Production	5	1
Music: Visuals for Live Performance	7	1
Sound: Reinforcement	6	1
Sound: Audio Electronics — An Introduction	6	1
Music: Technical Support	6	1

DJ's route

Mandatory Units (7 credits)	SCQF level	Credits
Music: An Introduction to the UK Music Industry	6	1
Sound: Understanding the Signal Path	6	1
Creative Project	6	1
Appreciation of Music	6	1
Music: MIDI Sequencing	6	1
Sound Engineering and Production	6	1
Digital Media: Audio Editing	5	1
Optional Units (5 credits)		
Sound: Digital DJing – An Introduction	6	1
Keyboard Skills for Music Production	6	1
Sound: Music Remixing	6	1
Music: Composing	5	1
Sound: Synthesis and Sampling Skills	6	1

Subject specialisms

The framework has been deliberately kept broad so that within these two possible routes candidates could acquire skills and knowledge in particular fields depending on their needs and interests. Two examples are given from the Sound Engineer's route.

Sound Engineer with interest in Music Performance/Business

For example, a Sound Engineer with an interest in music performance/business could select five options in this area such as:

Optional Units (5 credits)	SCQF level
Performing Music on One Instrument or Voice	5
Performing Music on One Instrument or Voice	6
Intellectual Property	6
Music: Promotion in the Music Industry	6
Music: Management in the Music Industry	6

## Sound Engineer with interest in Video Performance

A Sound Engineer with an interest in video performance could select five options in this area and related areas such as:

Optional Units (5 credits)	SCQF level
Digital Media: Video Acquisition	4
Digital Media: Video Editing	5
Sound: Design	6
Music: Visuals for Live Performance	7
Sound: Synthesis and Sampling Skills	6

Progression

Although the award is at SCQF level 6, a number of mandatory Units have equivalent Units at SCQF level 5, which should facilitate progression for candidates within the award.

For example, it is possible for a Sound Engineer to complete the Unit *Sound Engineering and Production* at two levels, namely SCQF levels 5 and 6.

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┌─────────────────────────┐
│  Sound Engineering and  │
│  Production             │
│  (OPTION)               │
│                         │
│  SCQF level 5           │
└─────────────────────────┘
            │
            ▼
┌─────────────────────────┐
│  Sound Engineering and  │
│  Production             │
│  (MANDATORY)            │
│                         │
│  SCQF level 6           │
└─────────────────────────┘
```
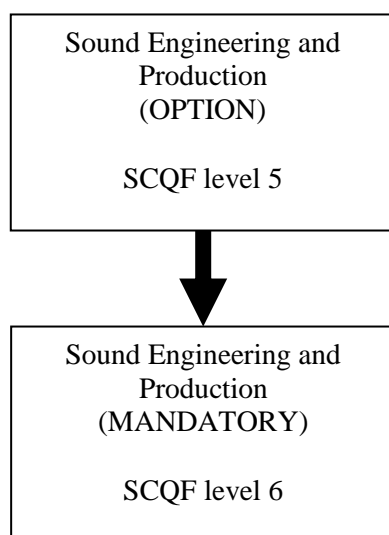
Similarly, possibilities for progression exist in for the following Units:

♦ *Music: MIDI Sequencing* (SCQF levels 5 and 6)
♦ *Performing Music on One Instrument or Voice* (SCQF levels 5, 6 and 7)
♦ *Music: Live Performance* (SCQF levels 5 and 6)
♦ *Music: Composing* (SCQF levels 5 and 6)

E-learning/e-assessment

Centres are encouraged to make use of ICT where possible. A number of Units are suitable for e-assessment. Individual Unit Specifications give guidelines as to where it might be possible to use e-assessment. Examples include online objective tests and the use of online resources to allow candidates to compile portfolios.

7   General information for centres

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website **www.sqa.org.uk/assessmentarrangements**.

Internal and external verification

All instruments of assessment used within this Group Award should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in SQA's *Guide to Assessment* (**www.sqa.org.uk**).

8   General information for candidates

The National Certificate in Sound Production at SCQF level 6 will give you a platform which will allow you to progress into further education or potential employment; this could include progressing on to an HNC, HND or degree programme, or be better equipped to work in the audio and music industries. This NC programme is suitable for you if have just left school or are an adult returner.

The National Certificate in Sound Production contains seven mandatory Units. In addition, you must choose a further 5 credits from a list of options. Together, these make up the 12 credits you need to successfully complete the National Certificate.

Throughout the NC in Sound Production there are potential opportunities to listen to and record music from a wide variety of genres and styles, which could include Jazz, Classical, Rock, Folk and Dance.

You can choose options which will help you develop additional skills in a selected area, such as music business, music performance or video performance.

There are no specific entry requirements for the National Certificate in Sound Production. However, it would be beneficial if you had some previous experience of a Sound Production Course or Units.

You can discuss your situation with a college and staff there will be pleased to offer you advice on how the award can be of help to you.

9   Glossary of terms

SCQF: This stands for the Scottish Credit and Qualifications Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at **www.scqf.org.uk**.

SCQF credit points: One SCQF credit point equates to 10 hours of learning. NQ Units at SCQF levels 2–6 are worth 6 SCQF credit points, NQ Units at level 7 are worth 8 SCQF points.

SCQF levels: The SCQF covers 12 levels of learning. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

Dedicated Unit to cover Core Skills: This is a non-subject Unit that is written to cover one or more particular Core Skill.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill that lies outwith automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the National Certificate/National Progression Award from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised National Certificates/National Progression Awards are those developments or revisions undertaken by a group of centres in partnership with SQA.

10   Appendices

Appendix A: Executive Summary from 2006 Review
Appendix B: Music/Music Related Courses Progression Map
Appendix C: Assessment mapping
Appendix D: Sequence of delivery

Appendix A: Executive Summary from 2006 Review

This report details the work carried out to review SQA Music provision in Scotland's further education (FE) colleges.

There are currently two Music Group Awards offered by two colleges. The majority of provision at NQ level in colleges is offered as part of locally devised Courses. There are 34 Courses at NQ level across 23 colleges in Scotland covering:

♦   Music Performance

♦   Music Technology

♦   Music Instrument Making

♦   Musical Theatre

The rationale of Courses is:

♦   to provide a suitable learning experience in Music at a non-advanced level

♦   to provide opportunities for articulation on to advanced courses such as HNC, HND and degree

The principal concerns of staff at colleges regarding the current NQ portfolio are:

♦   the dated content of most of the NQ Units, many of which stem from the late 1980s

♦   the large gap in the demands placed on students between the NQ portfolio and the new HN framework

Based on the research it is recommended that two National Certificate Courses should be created in Music Performance and Sound Production at SCQF level 5/6.

Appendix B: Music/Music Related Courses Progression Map

SCQF levels	NQ Music/ Music with Technology	NC Provision		HN Provision			Degree	SCQF levels
10								10
9							BA/BMus	9
8				HND Music	HND Sound Production	HND Music Business		8
7	AH			HNC Music	HNC Sound Production	HNC Music Business		7
6	H	NC Music	NC Sound Production					6
5	Int 2							5
4	Int 1							4
3	Access							3

Appendix C: Assessment mapping

Mandatory Units (7 credits)	SCQF level	No. Credits	Existing Unit?	New Unit	Outcomes	Assessment Evidence	Comments
Music: An Introduction to the UK Music Industry (*Unit shared with Music framework*)	6	1		✔	1 Explain the function of, and relationship between, key organisations within the UK music industry	Written and/or oral evidence under supervised conditions.	Open book
					2 Describe a range of employment opportunities within the UK music industry	Written and/or oral evidence under supervised conditions.	Open book
					3 Investigate the impact of key legislation on the UK music industry	Written and/or oral evidence under supervised conditions.	Open book
Sound: Understanding the Signal Path	6	1		✔	1 Explain the path of a sound wave from the performer to the listener	Written and/or oral evidence under supervised conditions.	45 mins, closed book
					2 Connect devices within an audio system to a given brief	Performance evidence with checklist.	Two systems
					3 Test audio systems to ensure their correct and safe operation	Performance evidence with checklist.	Two systems

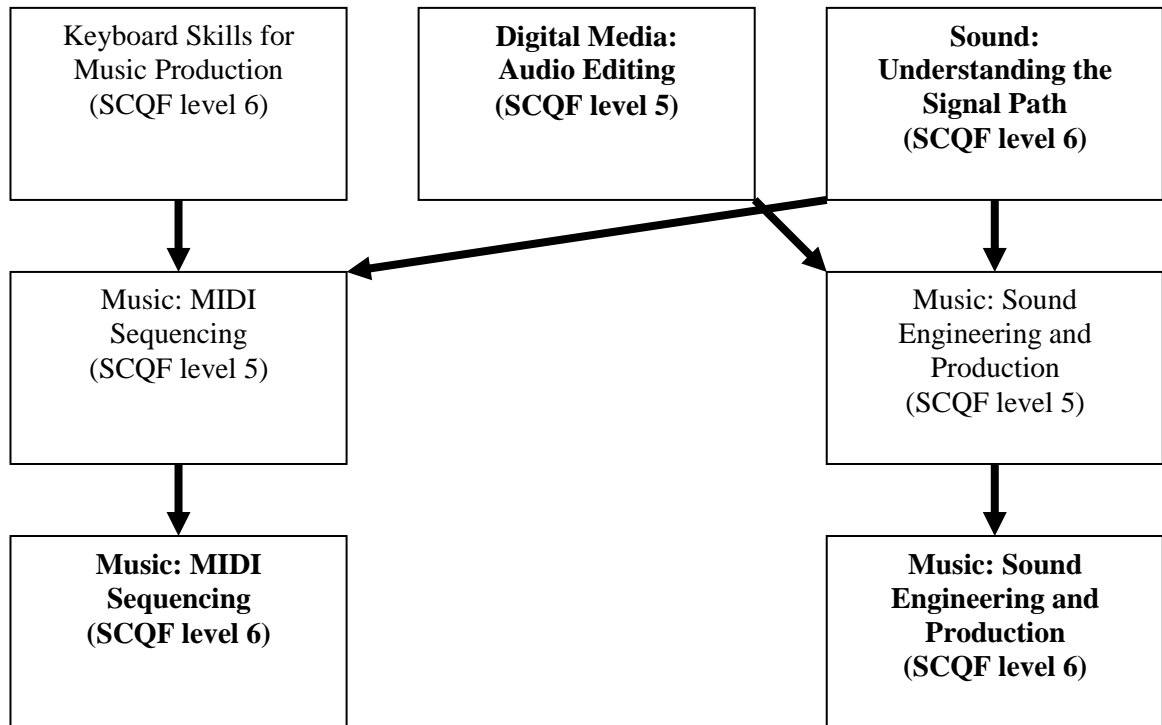| Mandatory Units (7 credits)	SCQF level	No. Credits	Existing Unit?	New Unit	Outcomes	Assessment Evidence	Comments
Creative Project *(Unit shared with Music framework)*	6	1		✔	1 Produce a plan for a creative project from a given brief 2 Implement the creative project plan 3 Evaluate the completed creative project	Written and/or oral evidence under supervised conditions. Product evidence, checklist and logbook. Written and/or oral evidence.	Open book
Appreciation of Music *(Unit shared with Music framework)*	6	1		✔	1 Investigate the key musical features of, and the key contributors to, a variety of music genres 2 Investigate the distinguishing musical features, background, and a key contributor to a selected music genre	Written and/or oral evidence under supervised conditions. Written and/or oral evidence under supervised conditions.	Minimum of two genres, open book Open book

Mandatory Units (7 credits)	SCQF level	No. Credits	Existing Unit?	New Unit	Outcomes	Assessment Evidence	Comments
Music: MIDI Sequencing *(Unit shared with Music framework)*	6	1	D352 12		1 Create a MIDI sequence 2 Edit a MIDI sequence in accordance with a given brief 3 Mix a MIDI sequence in accordance with a given brief	Product evidence and checklist. Product evidence and checklist. Product evidence and checklist.	At least four parts At least four parts
Sound Engineering and Production *(Unit shared with Music framework)*	6	1	D354 12		1 Create a multi-track recording in accordance with a given brief 2 Create an edited stereo mix from a multi-track recording in accordance with a given brief	Product evidence, log and checklist under supervised conditions. Product evidence and checklist under supervised conditions.	2 minute min recording with six tracks
Digital Media: Audio Editing *(Unit shared with Music framework)*	5	1	F1KT 11		1 Demonstrate knowledge of the properties of audio and audio effects. 2 Identify and plan the acquisition of digital audio for a specified brief.	Written and/or oral evidence under supervised conditions. Written and/or oral recorded, product and performance evidence under supervised and controlled conditions with checklist.	Closed book, 45 mins Open book

Mandatory Units (7 credits)	SCQF level	No. Credits	Existing Unit?	New Unit	Outcomes		Assessment Evidence	Comments
					3	Perform the acquisition of digital audio for a specified brief.	Written and/or oral recorded, product and performance evidence under supervised and controlled conditions with checklist.	Open book
					4	Manipulate and store the acquired digital audio to the form required by a specified brief.	Written and/or oral recorded, product and performance evidence under supervised and controlled conditions with checklist.	Open book
					5	Evaluate finished product and own performance in meeting the requirements of a specified brief.	Written evidence.	150 word report

Appendix D: Sequence of delivery

With the wide range of options available in the framework, centres will be able to offer a large number of variations in the delivery of the National Certificate in Sound Production. The diagrams below show one possible version of the proposed award and indicate how Units relate and could be sequenced for delivery. Mandatory Units are shown in bold.
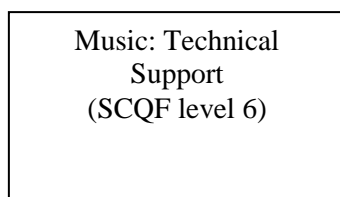
Music Technology

Keyboard Skills for Music Production (SCQF level 6)	**Digital Media: Audio Editing (SCQF level 5)**	**Sound: Understanding the Signal Path (SCQF level 6)**

Music: MIDI Sequencing (SCQF level 5)	Music: Sound Engineering and Production (SCQF level 5)

Music: MIDI Sequencing (SCQF level 6)	**Music: Sound Engineering and Production (SCQF level 6)**

Music/Industry Skills/Knowledge

Appreciation of Music (SCQF level 6)	**Music: An Introduction to the UK Music Industry (SCQF level 6)**

Live Sound   Generic Skills

Music: Technical Support (SCQF level 6)	Sound: Reinforcement (SCQF level 6)	**Creative Project (SCQF level 6)**