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# Open Awards Level 2 Award and Certificate in Employment Skills for Creative and Cultural Industries (RQF) (Level 2)

Award (600/4974/1)

Certificate (600/4987/X)



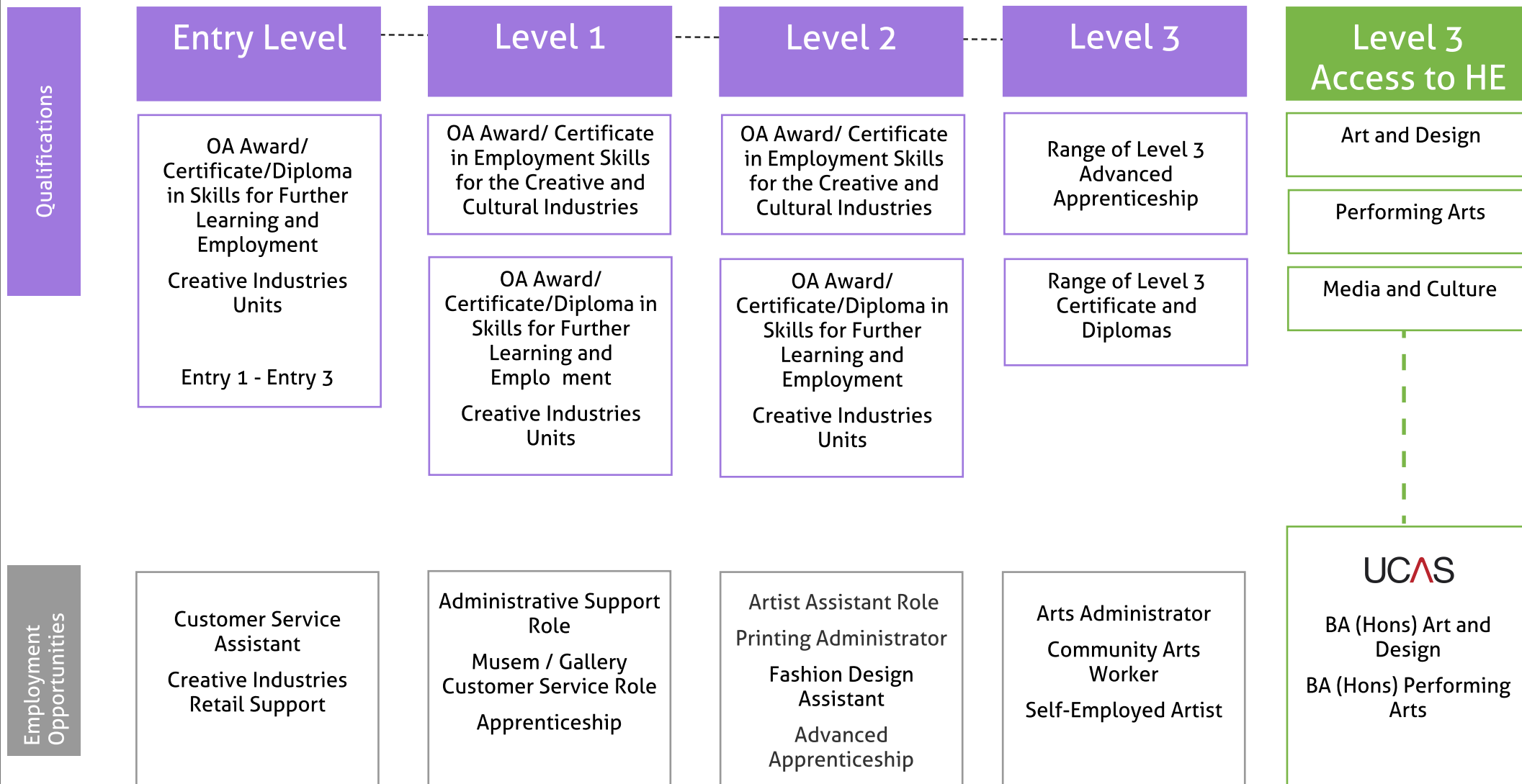
QUALIFICATION GUIDE

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# Pathways to Employment

## Creative and Cultural



## About the Qualification

<b>Title</b>	Open Awards Level 2 Award and Certificate in Employment Skills for the Creative and Cultural Industries (RQF)
<b>QAN</b>	Award - 600/4974/1 Certificate - 600/4987/X
<b>Sector</b>	9 Arts, Media and Publishing
<b>Level</b>	Two
<b>Funding</b>	<a href="#">Please click here for more information</a>
<b>Pricing Information</b>	<a href="#">Please click here for more information</a>
<b>Review Date</b>	28/02/2022

<b>Ofqual Purpose</b>	Prepare for further learning and/or training and/or develop knowledge and/or skills in a subject area
<b>Ofqual Sub-Purpose</b>	Prepare for further learning or training

<b>Rules of Combination</b>	
	<b>Award</b>
Credit Value of the Qualification:	6
Minimum Credits to be achieved at the Level of the Qualification:	6
Pathway Mandatory Unit Group A:	3
Pathway Optional Unit Group B:	3
	<b>Certificate</b>
Credit Value of the Qualification:	18
Minimum Credits to be achieved at the Level of the Qualification:	12
Pathway Mandatory Unit Group A:	3
Pathway Optional Unit Group B:	5 credits to be achieved from the same pathway as Unit Group A
Pathway Optional Unit Group B Or Generic Optional Unit Group B	10 credits to be achieved from any of the pathway optional unit groups or generic optional unit group B
<b>Total Qualification Time/Guided Learning</b>	
	<b>Award</b>
Total Qualification Time (hours)	60
Guided Learning (hours)	47
	<b>Certificate</b>
Total Qualification Time (hours)	180
Guided Learning (hours)	139

<b>Age Range and Restrictions:</b>	
Pre -16	✓
16 – 18	✓
19+	✓
Any other restrictions specific to the qualification(s)	None

### **Any specified entry requirements**

There are no age restrictions for working towards this qualification and no specific prior achievements required. However, it may be useful for you to have completed a Level 1 Award or Certificate in Employment Skills for the Creative and Cultural Industries.

### **Recommended Assessment Method**

The recommended assessment method is a Portfolio of evidence.

Candidates must provide sufficient evidence that they have the required knowledge, skills and understanding of the assessment criteria and that it is their own work. Types of evidence could include:

- a) Observation of performance
- b) Questioning (written or oral)
- c) Practical Activities
- d) Portfolio of artwork
- e) Photographs of art projects
- f) Personal statements
- g) Project work
- h) Witness testimonies
- i) Group discussion
- j) Recognition of Prior Learning

Assessment practices must reflect the Equality and Diversity Policy of Open Awards. Reasonable adjustments may be required for individual learners to enable them to undertake assessments fairly. Please see our Access to Assessment and Reasonable Adjustments policy for guidance and the procedures for applying for Access to Fair Assessment Policy.

### **Other Qualifications in this suite**

Level 1 Award in Employment Skills for the Creative and Cultural Industries (RQF)  
 Level 1 Certificate in Employment Skills for the Creative and Cultural Industries (RQF)

# Purpose Statement

The primary purpose of the Open Awards Level 2 Award/Certificate in Skills for the Creative and Cultural Industries is to support you to progress to the next level of learning and/or develop knowledge and skills in a subject area. These qualifications offer broad and flexible learning across a wide range of creative and cultural disciplines. Learners have the opportunity to select a specific pathway, as well as to develop transferable skills required for a career in creative and cultural industries. The qualifications combine both practical, hands-on experience with theoretical knowledge and understanding. Learners will develop and understand techniques and processes through exploring ideas and issues. They will critically evaluate their own work and that of others and consider the impact of culture and society on their work and that of others.



## Who is it for?

This qualification is suitable for you if you are interested in working in the Creative and Cultural sector and would like to build on knowledge you have already acquired across the creative suite or in one particular area.



## What does this qualification cover?

To achieve the Award, you will need to achieve 6 credits and commit to approximately 60 hours of learning. To achieve the Certificate, you will need to achieve 18 credits and commit to approximately 180 hours of learning.

You will be required to achieve a mandatory unit worth 3 credits from the pathway you choose. You will then have a choice of optional units. For the Award, this will be 3 credits will be from the same chosen pathway as the mandatory unit. For the Certificate, you can choose 5 credits from an optional pathway and 10 credit from any of the available pathway optional unit groups or generic unit group B.

There are 4 pathways to choose from. These include: Art, Design and Crafts; Performing Arts; Photography; and Digital Media.

Examples of units available include: Creating a Textile Design Product; Sound and Music Production; Photographic Project; Working with Digital Animations; Computer Game Development; Colour Theory and Design; and Performing Physical Theatre.



## What are the Entry Requirements?

There are no specific prior achievements and it may be studied alongside other vocational qualifications. However, you may find it useful to have completed a Level 1 Award or Certificate in Employment Skills for the Creative and Cultural Industries.



## What are the Progression Opportunities?

Once you have completed the Level 2 Award/ Certificate in Employment Skills for the Creative and Cultural Industries, you can progress to a higher level of learning including:

- Level 3 Access to HE Diploma in Art and Design
- Level 3 Diploma in Photography
- Level 3 Certificate in Digital Media
- Level 3 Certificate in Creative and Performing Arts

Alternatively you could chose to progress to an advanced apprenticeship in a related vocational area. This is a programme that combines practical training in a job with study.



## What are the Assessment Methods?

You will be required to complete a portfolio of evidence to achieve this qualification. Types of evidence included in your portfolio could include:

- Art projects
- Written assignments
- Videos/Photographs
- Practical activities
- Reflective journals
- Questions/answers
- Recorded discussions with your tutor



## Who supports this qualification?

This qualification has been reviewed with and is supported by a diverse range of training providers and Further Education Colleges, including: Pure Innovations, Milton Keynes College, HMP Hewell, and Novus.

## Open Awards Level 2 Certificate in Employment Skills for the Creative and Cultural Industries (RQF)

Please note: Units highlighted in red are due to expire in 2017

### Pathway Mandatory Group A - Art, Design and Craft (ADC)

QAC Code	Unit Name	Credits	Level
L/504/4652	<a href="#">Materials Exploration</a>	3	Level Two
J/504/4620	<a href="#">Creative Craft Skills</a>	3	Level Two

### Pathway Mandatory Group A - Music and Performing Arts (MPA)

QAC Code	Unit Name	Credits	Level
D/504/4641	<a href="#">Improvisation and Performance Skills</a>	3	Level Two
M/504/4630	<a href="#">Discovering Music</a>	3	Level Two

### Pathway Mandatory Group A - Photography (P)

QAC Code	Unit Name	Credits	Level
Y/615/5361	<a href="#">Using a Camera and Accessories</a>	3	Level Two

### Pathway Optional Group A - Digital Media (DM)

QAC Code	Unit Name	Credits	Level
M/615/5186	<a href="#">Digital Media Research</a>	3	Level Two

### Pathway Optional Group B - Art, Design and Craft (ADC)

QAC Code	Unit Name	Credits	Level
J/504/4634	<a href="#">Drawing Methods for Painting</a>	3	Level Two
M/504/4644	<a href="#">Life Drawing</a>	3	Level Two
F/504/4647	<a href="#">Linear Drawing</a>	3	Level Two
J/504/4648	<a href="#">Linear Drawing</a>	3	Level Three
J/504/4665	<a href="#">Painting Methods - Mixed Media</a>	3	Level Two
R/504/4670	<a href="#">Painting Methods - Organising Images</a>	3	Level Two
A/504/4680	<a href="#">Painting Methods - Pictorial Language</a>	3	Level Two
F/504/4681	<a href="#">Painting Methods - Surface and Form</a>	3	Level Two
L/504/4683	<a href="#">Painting Methods and Appropriation</a>	3	Level Two
T/504/4757	<a href="#">Research Methods for Painting</a>	3	Level Two
L/504/4604	<a href="#">Constructed Textiles</a>	3	Level Three
F/504/4762	<a href="#">Textile Workshop - Techniques and Processes</a>	3	Level Two
T/504/4614	<a href="#">Constructed Textiles: Methods</a>	3	Level Two
Y/504/4766	<a href="#">The Origins of Modern Art</a>	3	Level Two
K/504/4769	<a href="#">Tonal Drawing Methods</a>	3	Level Two
K/504/4772	<a href="#">Using Computers in the Arts</a>	3	Level One
H/615/5153	<a href="#">Colour Theory and Design</a>	3	Level Two



Y/615/5165	<a href="#">Textile Surface Pattern</a>	3	Level Two
M/615/5159	<a href="#">The Influence of Art from the Early Twentieth Century</a>	3	Level Two
M/615/5172	<a href="#">Drawing Techniques</a>	3	Level Two
F/615/5175	<a href="#">Creating a Mosaic</a>	3	Level Two
K/615/5204	<a href="#">Working with Ceramics</a>	3	Level Two
L/615/5180	<a href="#">Creating a Textile Design Product</a>	3	Level Two
R/615/5181	<a href="#">Printed Textiles</a>	3	Level Three
A/504/4596	<a href="#">Approaches to Craft - Function and Object</a>	3	Level Two
M/504/4773	<a href="#">Drawing Development Methods</a>	3	Level Two
M/504/5292	<a href="#">Exploratory Drawing Methods - Using Textile Media and Applications</a>	3	Level Two
L/504/4635	<a href="#">Explore Craft Ideas</a>	2	Level One
K/504/4643	<a href="#">Life Drawing</a>	3	Level One
J/504/4679	<a href="#">Painting Methods - Painting the Human Figure</a>	3	Level Two
J/504/4682	<a href="#">Painting Methods - Using Pictorial Systems</a>	3	Level Two
J/504/4598	<a href="#">Approaches to Design - Research</a>	3	Level Two
A/504/4694	<a href="#">Printmaking - Experimental Methods in Relief Printing</a>	3	Level Two
J/504/4696	<a href="#">Printmaking - Research Methods for Printmaking</a>	3	Level Two
R/504/4698	<a href="#">Printmaking Methods - Drypoint</a>	3	Level Two
H/504/4723	<a href="#">Printmaking Methods - Etching</a>	3	Level Two
R/504/4751	<a href="#">Printmaking Methods - Relief Printing</a>	3	Level Two
F/504/4759	<a href="#">Surface Pattern Methods - Production</a>	3	Level Two
D/504/4624	<a href="#">Design Project</a>	3	Level Three
K/504/4626	<a href="#">Design Style</a>	3	Level Three
M/506/8488	<a href="#">Use Materials and Resources to Develop Ceramics Techniques</a>	3	Level One
T/506/8489	<a href="#">Use Materials and Resources to Develop Floral Crafts Techniques</a>	3	Level One
F/506/8527	<a href="#">Developing Garment Construction Skills - Children's Wear</a>	3	Level Two
J/506/8531	<a href="#">Developing Garment Construction Skills - Contemporary Dress/Jacket/Shirt/Trousers or Skirt</a>	3	Level Two
A/506/8669	<a href="#">Execute, Present and Critically Evaluate Final Floral Crafts Work</a>	5	Level Three
M/506/8507	<a href="#">Choose Supplies and Suppliers for your Business</a>	1	Level Two

#### Pathway Optional Group B - Digital Media (DM)

QAC Code	Unit Name	Credits	Level
K/504/4772	<a href="#">Using Computers in the Arts</a>	3	Level One
T/506/3423	<a href="#">Imaging Software</a>	4	Level Two

R/615/5200	<a href="#">Audio Software</a>	3	Level Two
F/615/5189	<a href="#">Working with Digital Animations</a>	4	Level Two
A/615/5191	<a href="#">Computer Games Development</a>	4	Level Two
F/615/5192	<a href="#">Creating Assets and Editing Digital Graphics</a>	4	Level Two
L/615/5194	<a href="#">Planning and Creating a Multimedia Website</a>	4	Level Two
Y/615/5196	<a href="#">Video Special Effects</a>	4	Level Two
T/615/5237	<a href="#">Investigating Digital Animations</a>	2	Level Two
A/615/5238	<a href="#">Creating a Story Board</a>	3	Level Two
F/615/5239	<a href="#">Developing Characters for Animation</a>	2	Level Two

### Pathway Optional Group B - Music and Performing Arts (MPA)

QAC Code	Unit Name	Credits	Level
R/504/4636	<a href="#">Group Devised Project - Drama Skills</a>	3	Level Two
K/504/4657	<a href="#">Music for Performance</a>	3	Level Two
K/504/4660	<a href="#">Music Improvisation and Performance Skills</a>	3	Level Two
T/504/4760	<a href="#">Technical Skills for Performance</a>	2	Level Two
J/505/0921	<a href="#">Composing Lyrics</a>	4	Level Two
J/506/8500	<a href="#">Developing Rehearsal Skills</a>	3	Level Two
F/506/8656	<a href="#">Understanding and Using Sequencing Technology in Composition</a>	3	Level Two
Y/615/5182	<a href="#">Developing Music for Solo Performance</a>	5	Level Two
D/615/5183	<a href="#">Sound and Music Production</a>	3	Level Two
H/615/5184	<a href="#">Understanding the Psychology of Music</a>	3	Level Two
K/615/5185	<a href="#">Performing Physical Theatre</a>	3	Level Two
T/615/5187	<a href="#">Directing a Musical or Theatrical Performance</a>	3	Level Two
J/615/5193	<a href="#">The Theory of Music</a>	4	Level Two
R/601/3140	<a href="#">Composition Skills for Music and Sound Industries</a>	8	Level Three
M/601/3176	<a href="#">Live Sound and Performance Technology</a>	8	Level Three
M/502/4393	<a href="#">Video Software</a>	3	Level Two
H/504/4639	<a href="#">Group Devised Project - Drama Skills</a>	9	Level Three
Y/504/4640	<a href="#">Heavy Metal Stylistic Techniques for the Electric Guitar</a>	6	Level Three
H/504/4642	<a href="#">Investigating Film Music</a>	6	Level Two
L/504/4649	<a href="#">Make-up for Performance</a>	6	Level Two
F/504/4650	<a href="#">Making Dance</a>	3	Level Two
K/504/4688	<a href="#">Pop Stylistic Techniques for the Electric Guitar</a>	6	Level Three
T/504/4600	<a href="#">Assisting in Inclusive Dance Leadership</a>	2	Level Two
A/504/4601	<a href="#">Classic Rock Stylistic Techniques for the Electric Guitar</a>	6	Level Three

A/504/4615	<a href="#">Contemporary Dance</a>	10	Level Two
L/504/4618	<a href="#">Costume for Performance</a>	4	Level Two
R/504/4622	<a href="#">Design for Performance</a>	6	Level Two
D/504/4770	<a href="#">Understanding and Applying Technical Theatre Skills</a>	3	Level Two
H/504/4771	<a href="#">Understanding Contemporary Popular Music Styles</a>	6	Level Two
K/601/7887	<a href="#">Audio Effects Processors in Music Production</a>	2	Level One
R/506/3395	<a href="#">Working in the Performing Arts Industry</a>	5	Level Two
F/506/8494	<a href="#">Developing DJing Skills</a>	3	Level Two
Y/506/8498	<a href="#">Developing Musical Ensemble Skills</a>	6	Level Two
Y/504/7148	<a href="#">Live Sound Recording</a>	8	Level Two
J/505/3382	<a href="#">Using Aural Skills in Music</a>	3	Level Two
H/506/8682	<a href="#">Composing Lyrics</a>	4	Level Three
R/506/8533	<a href="#">Developing DJing Skills</a>	3	Level Three
Y/506/8534	<a href="#">Developing Music Skills for Solo Performance</a>	6	Level Three
H/506/8651	<a href="#">Developing Musical Ensemble Skills</a>	6	Level Three
Y/506/8663	<a href="#">Musicianship</a>	8	Level Two
H/504/4933	<a href="#">Professional Development in the Performing Arts Industry</a>	3	Level Two
Y/505/8893	<a href="#">The Theory of Music</a>	6	Level Three
L/505/8857	<a href="#">Understanding Musical Instruments and Their Sounds</a>	6	Level Two
R/506/8659	<a href="#">Understanding the use of Digital Sampling Techniques for Composing and Producing Music</a>	6	Level Two
J/505/8906	<a href="#">Understanding the Use of Music for Commerce</a>	6	Level Two
A/505/5033	<a href="#">Using Acoustic Recording Techniques</a>	6	Level Two
L/506/8658	<a href="#">Understanding and Using the Internet for Music Promotion</a>	3	Level Two
M/505/4803	<a href="#">Performing Physical Theatre</a>	3	Level Two

#### Pathway Optional Group B - Photography (P)

QAC Code	Unit Name	Credits	Level
R/615/5195	<a href="#">Lighting in Photography</a>	4	Level Two
D/615/5197	<a href="#">Creating a Creative Photographic Assignment</a>	3	Level Two
H/615/5198	<a href="#">Comparing Film and Digital Cameras</a>	4	Level Two
D/615/5202	<a href="#">Digital Imaging and Printing</a>	3	Level Two
K/615/5199	<a href="#">Photographic Project</a>	4	Level Two
A/615/5188	<a href="#">Digital Photography</a>	4	Level Two
A/504/4646	<a href="#">Lighting in Photography</a>	6	Level Three
H/504/4754	<a href="#">Research and Design Skills</a>	3	Level Two
R/504/4765	<a href="#">The Camera: Film or Digital</a>	6	Level Three

H/504/4768	<a href="#">The Photographic Project</a>	6	Level Three
D/504/4624	<a href="#">Design Project</a>	3	Level Three
K/504/4626	<a href="#">Design Style</a>	3	Level Three
A/506/8493	<a href="#">Use Materials and Resources to Develop Photography Techniques</a>	3	Level Two

#### Generic Optional Group B

QAC Code	Unit Name	Credits	Level
M/504/4689	<a href="#">Preparation for Employment in the Creative and Cultural Industries</a>	3	Level One
F/504/4602	<a href="#">Combined Arts and Collaboration</a>	3	Level Two
H/504/4690	<a href="#">Preparation for Employment in the Creative and Cultural Industries</a>	3	Level Two
H/504/4625	<a href="#">Design Style</a>	3	Level Two
M/504/4627	<a href="#">Developing Leadership Skills</a>	3	Level Two
A/504/4629	<a href="#">Discovering Arts and Culture</a>	3	Level One
F/506/3442	<a href="#">Developing Own Interpersonal Skills</a>	3	Level Two
Y/615/5201	<a href="#">Design Project</a>	3	Level Two

## Delivering this Qualification

### Becoming a Centre

To deliver this qualification you must be a recognised Open Awards centre. For more information, [click here](#) or contact us on 0151 494 2072

### Already Recognised? How to Deliver

If you are already a recognised Open Awards centre, you can deliver this qualification by [completing an New Qualification Notification Form](#) via the Open Awards portal. For more information, see the [Centre Handbook](#), or [speak to your Customer Service Advisor](#).

### Registering Learners

Once you are ready to deliver this qualification, you will need to register your learners in line with the timescales below:

Short courses (15 weeks or less) within 25 working days of the course start date.  
Full year long courses (over 15 weeks) within 60 working days of the course start date.

You will need to register your learners via the Open Awards portal. More information can be found on [our website](#) or the [Centre Handbook](#).

### Quality Assurance

Delivery of this qualification must be done so in accordance with Ofqual regulatory guidelines and in line with Open Awards' quality assurance processes. Please [see our website](#) for more information.

#### **Centre Staff Requirements**

It is expected that centres will have occupationally competent staff with relevant sector experience for their role in the delivery of the units/qualifications being offered.

Although not mandatory, best practice would be for Assessors to hold the relevant D32/D33/A1/AQA unit(s) and Level 3 Award in Education or Training. Likewise, best practice would be for Internal Verifiers to hold the relevant D34/V1/IQA unit(s).

Centres are responsible for ensuring that their staff are occupationally competent and have access to appropriate training and support. They are also responsible for notifying Open Awards of staff changes.

#### **Assessment**

Open Awards units and qualifications have been designed around the principle that the learner will build evidence towards the achievement of the assessment criteria over a period of time.

Each learner is required to build a portfolio of evidence to demonstrate that all the assessment criteria associated with each unit has been met.

Tutors and Assessors need to ensure that all evidence presented in a portfolio is:

**Valid:** it should be clearly demonstrating the knowledge or skills that are set out in the assessment criteria. It should be clearly the work of the learner.

**Reliable:** which means that it will in general, produce the same range of responses from learners, as long as they are used in similar circumstances and with similar groups of learners.

**Inclusive:** so that no individual learner is excluded from the opportunity to show their achievement

because of their individual background or experience.

Assessors are required to review and assess all learner evidence and must be satisfied that learners have achieved all learning outcomes and assessment criteria relating to the unit being assessed prior to deciding the learner has completed the unit. Assessors will also ensure that the evidence produced by the learner is their own work.

Assessors retain records (e.g. Feedback Sheets, Individual Progress Record, Group Progress Record) on behalf of the centre which are made available and used by the centre's internal verifier / AIV and Open Awards Quality Reviewer / External Verifier.

## **Verification and Standardisation**

Verification is the process by which assessment decisions are confirmed. Centres delivering this qualification have a responsibility to conduct internal verification led by a trained internal verifier.

Centre approval compliance monitoring and External verification is carried out by Open Awards Quality Reviewers/External Verifiers who will confirm that the centre is assessing to standard and ensure that there are robust quality assurance systems embedded.

Further guidance on Internal Verification and Training Support for centres can be found on [our website](#)

Centres are required to contribute to national standardisation as requested by Open Awards and also to carry out appropriate internal standardisation. Open Awards offers Standardisation events that are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of training and standardisation events can be found on [our website](#)

Internal standardisation involves ensuring that, where there is more than one tutor/assessor delivering Open Awards provision or more than one site, internally set tasks and the outcomes of internal assessment are consistent across the range of courses.

## **Recognition of Prior Learning and Achievement (RPL)**

RPL is a method of assessment (leading to the award of credit) that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they may already possess. RPL enables recognition of achievement from a range of achievements and experiences whether at work, home and at leisure and is acceptable for accrediting a unit, units or a whole qualification. Evidence of learning must be sufficient, reliable and valid.

Credit based qualifications enable learners to avoid duplication of learning and assessment through equivalences or exemptions. It is the responsibility of the centre to inform Open Awards at registration of any exemptions and/or equivalences for which a claim may be made. These claims will be subject to external verification by the Open Awards Quality Reviewer for the centre.

For more information, please see our [Recognition of Prior Learning Policy](#).

## **Health and Safety**

Due to the practical requirements of some of the units within this qualification, centres must ensure that appropriate risk assessments are in place for both the activities and individual learners to ensure the learners and staff safety throughout the course. As part of this, centres must ensure that learners and staff have access to appropriate clothing and personal protective equipment (PPE).

## Appendices and Links

Appendix Name
<a href="#">Glossary of Terms</a>
<a href="#">Malpractice and Maladministration Policy</a>
<a href="#">Sanctions Policy</a>
<a href="#">Standardisation Policy</a>
<a href="#">Guidelines for Use of the Open Awards Logo</a>
<a href="#">Centre Handbook</a>
<a href="#">Recognition of Prior Learning Policy and Procedures</a>
<a href="#">Plagiarism Policy</a>
<a href="#">Invoicing Policy</a>
<a href="#">Equality and Diversity Policy</a>
<a href="#">Customer Service Statement</a>
<a href="#">Complaints Policy and Procedures</a>
<a href="#">Enquiries and Appeals Policy and Procedures</a>
<a href="#">Access to Fair Assessment Policy</a>
<a href="#">Report of Suspected Malpractice (M1 Form)</a>

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