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

Award 600/4900/X
Certificate 600/5010/X

Contents

About the Qualification

Title	Open Awards Level 1 Award and Certificate in Employment Skills for the Create and Cultural Industries (RQF)
QAN	Award - 600/4990/X Certificate - 600/5010/X
Sector	9. Arts, Media and Publishing
Level	1
Funding	Please click here for more information
Pricing Information	Please click here for more information
Review Date	31/08/2023

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

Total Qualification Time/Guided Learning	
Award	
Total Qualification Time (hours)	60
Guided Learning (hours)	53
Certificate	
Total Qualification Time (hours)	180
Guided Learning (hours)	159

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

Any specified entry requirements
The qualification is designed to be suitable for people working at Entry level including those with learning difficulties and/or disabilities. There are no age restrictions for working towards this qualification and no specific prior achievements required.

Recommended Assessment Method Summary

Learners will be required to complete a portfolio of evidence set and marked by the education provider and externally quality assured by Open Awards.

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) Photographs or videos
   e) Personal statements
   f) Project work
   g) Witness testimonies
   h) Group discussion
   i) Recognition of Prior Learning

Assessment practices must reflect the Equality and Diversity Policy of Open Awards.

Qualification Units

Rules of Combination	
Award	
Credit Value of the Qualification	6
Minimum Credits to be achieved at the Level of the Qualification	6
Pathway Mandatory Units A	3
Pathway Optional Group B	3
Certificate	
Credit Value of the Qualification	18
Minimum Credits to be achieved at the Level of the Qualification	12
Pathway Mandatory Units A	3
Pathway Optional Group B	5 credits to be achieved from the same pathway as Unit Group A
Pathway Optional Unit Group or Generic Optional Unit Group B	10 credits to be achieved from any pathway optional unit groups or generic optional unit group B

Pathway Mandatory Group A - Art, Design and Crafts (AD)

QAC Code	Unit Name	Credits	Level
M/504/4787	Basic Visual Language	3	Level One
A/504/4808	Creative Craft Skills	3	Level One

Pathway Mandatory Group A - Digital Media (DM)

QAC Code	Unit Name	Credits	Level
H/615/5167	Exploring Digital Media	3	Level One

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

QAC Code	Unit Name	Credits	Level
Y/504/4833	Discovering Music	3	Level One
T/504/4841	Improvisation and Performance Skills	3	Level One

Pathway Mandatory Group A - Photography (P)

QAC Code	Unit Name	Credits	Level
D/615/5166	Photography - Using a Camera and Accessories	3	Level One

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

QAC Code	Unit Name	Credits	Level
R/504/4832	Basic Craft Skills	3	Entry Level Three
F/504/4793	Ceramics	3	Level One
H/615/5153	Colour Theory and Design	3	Level Two
Y/615/5148	Colour Theory and Design	3	Level One
A/504/4811	Creative Embroidery	3	Level One
J/504/4794	Design Project	3	Level One
L/504/4795	Design Style	3	Level One
M/504/4806	Developing Painting and Drawing	3	Entry Level Three
Y/504/4797	Drawing	3	Level One
K/504/4643	Life Drawing	3	Level One
R/615/5147	Painting in Watercolours	3	Level One
D/615/5152	Painting with Oils and Acrylics	3	Level One
Y/615/5151	Producing Textile Samples	4	Level One
J/504/4813	Sewing Machine Techniques	3	Level One
K/504/4772	Using Computers in the Arts	3	Level One
L/504/4814	Using Stitched Surface Decoration Techniques	3	Level One
F/504/4826	Woodworking Skills	3	Level One
D/615/5149	Working with Clay	3	Level One
R/615/5150	Working with Stained Glass	3	Level One

Pathway Optional Group B - Digital Media (DM)

QAC Code	Unit Name	Credits	Level
T/615/5206	Creating a Digital Animation	3	Level One
J/615/5176	Creating a Multimedia Website	3	Level One
L/615/5177	Creating a Special Effects Video	3	Level One
H/615/5234	Creating a Storyboard	2	Level One
K/615/5235	Creating Characters for Animation	2	Level One
K/615/5171	Creating Digital Designs	3	Level One
T/615/5173	Designing 2 Dimensional Computer Games	3	Level One
A/615/5174	Digital Graphics Editing	3	Level One
Y/615/5179	Digital Images	3	Level One
Y/504/4847	Introduction to Film Making	3	Level One
M/615/5236	Researching and Developing Ideas for Animation	3	Level One

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

QAC Code	Unit Name	Credits	Level
D/504/4834	Appreciating the Styles and History of Music	3	Level One
K/601/7887	Audio Effects Processors in Music Production	2	Level One
M/506/8460	Composing Lyrics	4	Level One
F/506/8494	Developing DJing Skills	3	Level Two
L/615/9259	Developing Musical Ensemble Skills	4	Level One
J/615/5162	Developing Performance Improvisation Techniques	3	Level One
A/615/5157	Developing Performance Skills	4	Level One
J/615/5159	Exploring Dance Skills	4	Level One
J/504/4844	Group Devised Project - Drama Skills	3	Level One
M/615/5155	Introduction to Composing Music	6	Level One
F/506/8480	Introduction to Musical Theatre	3	Level One
H/504/4835	Music for Performance	3	Level One
A/615/5160	Performing Physical Theatre	3	Level One
R/615/5178	Starting to Develop Performance Skills	3	Entry Level Three
H/616/0739	Taking Part in a Performance	3	Entry Level Three
M/504/4837	Technical Skills for Performance	3	Level One
T/615/5156	The Theory of Music	6	Level One
K/615/5218	Understanding the Use of Digital Sampling Techniques	3	Level One
L/505/1004	Using Aural Skills in Music	3	Level One
K/615/5154	Using Disc Jockey Equipment	3	Level One

Pathway Optional Group B - Photography (P)

QAC Code	Unit Name	Credits	Level
R/615/5164	Developing Photography Skills	2	Level One
L/615/5163	Film Camera and Darkroom Skills	3	Level One
H/615/5170	Lighting in Photography	3	Level One
Y/506/8470	Produce and Evaluate a Range of Photographic Images	5	Level One
K/615/5168	Taking Digital Photographs	3	Level One
K/504/4772	Using Computers in the Arts	3	Level One

Generic Optional Group B

QAC Code	Unit Name	Credits	Level
J/504/4794	Design Project	3	Level One
L/504/4795	Design Style	3	Level One
R/504/5267	Improving Own Learning and Performance	3	Level One
M/504/4689	Preparation for Employment in the Creative and Cultural Industries	3	Level One
T/504/4774	Study Skills for Creative Arts	3	Level One

Generic Optional Group B

QAC Code	Unit Name	Credits	Level
J/504/4794	Design Project	3	Level One
L/504/4795	Design Style	3	Level One
R/504/5267	Improving Own Learning and Performance	3	Level One
M/504/4689	Preparation for Employment in the Creative and Cultural Industries	3	Level One
T/504/4774	Study Skills for Creative Arts	3	Level One

Delivering this Qualification

Becoming a Centre

To deliver this qualification you must be a recognised Open Awards centre. For more information, head to our website or contact the team on 0151 494 2072

How to Deliver

You can deliver this qualification by completing a [New Qualification Request Form](#) via the Open Awards portal. For more information, see the Centre Handbook, or contact the team on 0151 494 2072.

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](#).

Quality Assurance and Standardisation

Delivery of this qualification must be done so in accordance with Ofqual regulatory guidelines and in line with Open Awards' quality assurance processes. Template forms and guidance documents are available via the Open Awards portal.

Centre Staff Requirements (changes by qual type)
Centres are responsible for ensuring that their staff are suitably skilled and experienced. Tutors/ assessors and internal quality assurance (IQA) staff must have relevant occupational knowledge and/or occupational competence at the same level or higher as the units being delivered.

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 notifying Open Awards of staff changes.

Training and support
Open Awards offers training and support events in Delivery & Assessment and Quality Assurance. These events are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of these training events are on our [website](#).

Internal Quality Assurance (IQA)

All centres delivering Open Awards provision must operate rigorous internal quality assurance systems. A centre must identify how they will internally quality assure and standardise their delivery and assessment before delivering a course.

External Quality Assurance (EQA)

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

Please refer to Internal and External Quality Assurance within the Centre Handbook.

Standardisation

Centres are required to contribute to national standardisation as requested by Open Awards. 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.

Further guidance on Quality Assurance and Standardisation please refer to the Centre Handbook

Recognition of Prior Learning and Achievement (RPL)

RPL is a method of assessment 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. Evidence of learning must be sufficient, reliable and valid.

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' Lead Quality Reviewer for the centre.

For more information, please see our Recognition of Prior Learning Policy found on the Open Awards portal.

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 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	
[Centre Handbook](#)	
[Enquiries, Complaints and Appeals Policy](#)	
[Equality and Diversity Policy](#)	
[Invoicing Policy](#)	
[Privacy Policy](#)	

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