



UAL Extended Diploma L3 Creative Media Production and Technology 2021 - 2022

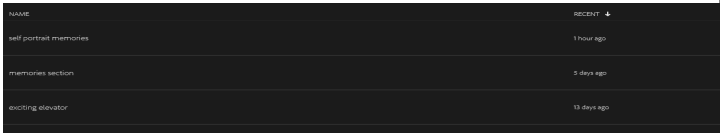
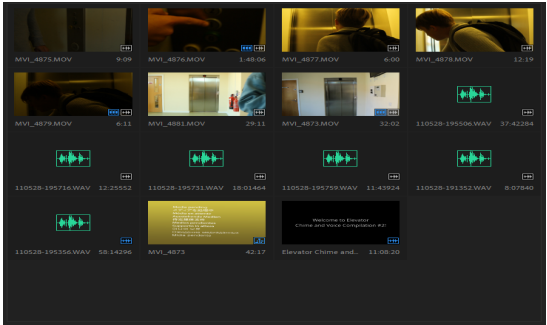
Project 01: Basic training and skills development

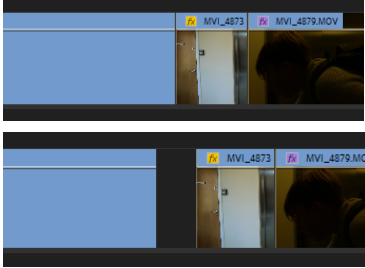
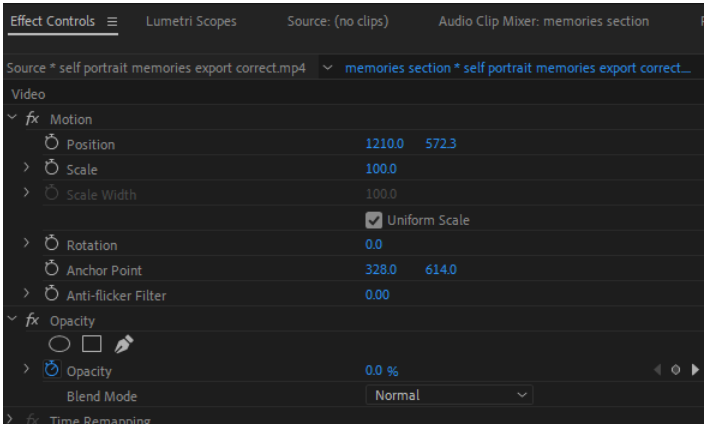
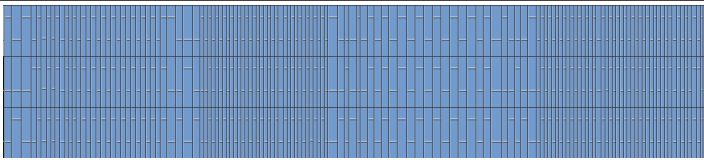
Unit 01: Introduction to media processes and technical skills

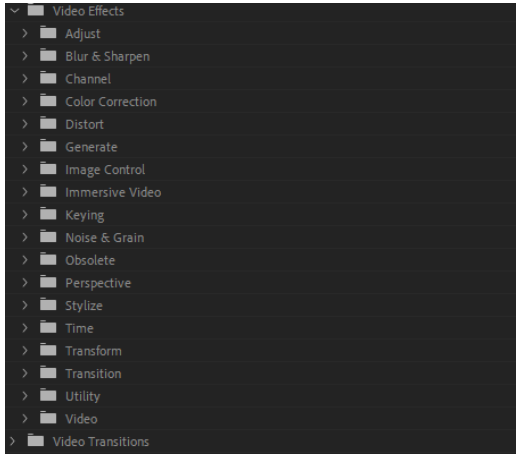
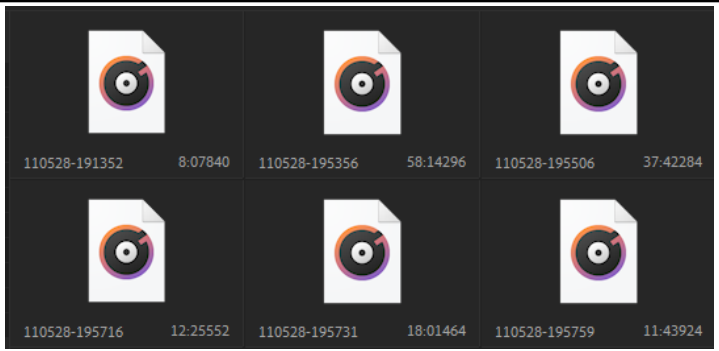
Core skills checklist document

Learners Name		Lucy Emms					
Skill area	Competence level (1 low – 5 high)					Evidence / exemplification	How I will continue to improve this skill area
	1	2	3	4	5		
Core video camera setup and functionality (including use of batteries and SD cards)					✓	I have successfully shot footage and saved it, showing a working battery and sd card.	I will continue to learn about the different aspects of the camera. For example to setup for DSLRs.
Core understanding of video formats (resolutions, aspect ratios, frame rates)					✓	I have been able to navigate myself around the camera understanding what each button or test means	
Core tripod setup (including use of quick release plates, tilt and pan locks)					✓	Here is photographic evidence of a tripod that successfully set up and used. 	
Core DSLR setup and functionality		✓				I'm not very experienced using the DSLR	
Core understanding of lenses	✓					I do not have any knowledge on lenses	


Core understanding of manual focus, shutter speed, ISO and aperture	✓					I made solid notes on this subject and put them into use when using the DSLRs	
Core camera health and safety					✓	I have worked in a safe manner around a camera and successfully got everything done.	
Core tripod health and safety					✓	I have worked in a safe manner around a tripod and successfully got everything done.	
Understanding of framing and production of shot sizes			✓			I have shot multiple short projects successfully but I personally believe that I need to work on my headspace.	
Understanding of composition (use of space, foreground, midground and background)		✓				I feel as though I need a little more knowledge on this subject as there tends to be a lot of dead space in my footage which I later then have to crop out or reshoot it completely.	
Understanding and production of moving shots (tilting, panning, following the action, zooms etc.)				✓		I understand the production of the moving shots but I am yet to put that to use and film using moving shots	
Experience of shooting both indoors and out of doors locations					✓	I have both produced footage inside and outside. 	
Understanding of core microphone selection and functionality				✓		I have managed to record audio and work the zoom recorders correctly and imported the audio into premiere.	
Understanding of core sound recording supporting equipment (cables, headphones etc.)					✓	I know that the recording kit includes a H2N zoom recorder, a shotgun mic and headphones.	
Understanding of core sound recording devices; setup and use				✓		I have set up and used the zoom recorders and shotgun mics	
Understanding of core sound recording techniques and processes				✓		I have managed to record audio	

Ability to record a range of sound elements (dialogue, sound effects, atmospherics etc.)				✓		I have recorded multiple sound elements including sound effects and ambience but I have not yet recorded dialogue	
Understanding of file saving procedure (including saving video files to hard drives)				✓		<div> <div>audio for lift thing</div> <div>30/09/2021 14:44</div> <div>File folder</div> </div> <div> <div>exciting elevator</div> <div>05/10/2021 15:38</div> <div>File folder</div> </div> <div> <div>Jump Cut Demo</div> <div>15/09/2021 15:46</div> <div>File folder</div> </div> <div> <div>self portrait</div> <div>13/10/2021 09:05</div> <div>File folder</div> </div>	
Core setup of Adobe Premiere (Booting of software, project and sequence set-up and saving)				✓			
Core Adobe Premiere orientation and navigation			✓			I have basic understanding of premiere but can not do everything that I would want to or know how to learn how to do it.	
Importing files procedure				✓			
Understanding of how-to review files				✓		I can check for the files	
Understanding of how to move files to sequences / timeline				✓		file - new - sequence - import - then drag to sequence	

Core editing techniques (trimming and cutting)				✓		
Core sequence / scene construction			✓		I know how to add multiple sequences to a project whilst maintaining the core sequence.	
Core understanding of editing concepts (timing, position, continuity etc)				✓		
Core understanding of key-framing				✓		

Core understanding of effects and transitions				✓			
Core understanding of use of titles / graphics			✓			I understand how I would use titles and graphics but I am still to put that to use, I know that I will be using it for my music video project.	
Core understanding of sound importing and editing processes					✓		
Core understanding of sequence export procedure (including file types)					✓	I have successfully exported multiple projects including my self portrait project, to youtube and there you can see that. https://www.youtube.com/watch?v=stxIoX7UDik	
Understanding of the purpose and production of mind-maps					✓	Self Portrait My Site (wixsite.com)	

Understanding of the purpose and production of mood boards					✓	Self Portrait My Site (wixsite.com)	
Understanding of the purpose and production of proposals					✓	Self Portrait My Site (wixsite.com)	
Understanding of the purpose and production of storyboards					✓	Self Portrait My Site (wixsite.com)	
Understanding of the purpose and production of production schedules					✓	Self Portrait My Site (wixsite.com)	
Understanding of the purpose and production of location and risk assessments					✓	Self Portrait My Site (wixsite.com)	
Understanding of the purpose and production of rushes logging reports					✓	post production My Site (wixsite.com)	
Use and application of core media language / definitions			✓			you can see use of basic media language in my weekly journals and notebook.	
Use and application of core media theories		✓				have made projects inspired by people like Vladimir Propp	
Understanding of course content via handbook					✓	I have flicked through the handbook and come to terms with the 4 projects we do in the first year. (Self portrait, music video, options project and my FMP)	
Understanding of the project briefs and deadlines					✓	I always have the current projects brief open when working and check the deadlines often to make sure I don't miss any as time management is important	
Understanding of the journaling process					✓	<div> <div> <p>Week One</p> <p>In the first week of this course we focused on learning the different shots and angles in the industry, this was something that I personally was really looking forward to, as it gave me an easy opportunity to learn to jump into the handbook of a professional. The first week was very hectic as we learnt how to set up and use the camera and tripod, and getting to see the new workings of the different shots and what it means for example a dolly shot. The first time I got to have hands on the equipment, I was very nervous that I was going to break the camera or knock it or change the settings or what if it is some way and there would be discipline but it was great. We took some time to do a discussion how to handle the camera in good and not to getting to know and learn about the equipment. We took some examples of all of the different shots and got feedback from the rest of the class and the lecturers, which was helpful to get constructive criticism. There were three weeks. At some point of the week we learned about documentation and observation. I found it quite boring as it was something I already knew quite well about and I just wanted to get on a computer and learn how to edit properly, and not all of the system software.</p> </div> <div> <p>Week Two</p> <p>In the part of week two we started to learn about the history of cinema and 'The Birth of the Nation' by George Melies and the creation of the genre, also watching one of his films, we had to go and recreate one of them. This was one of my highlights of my week as we actually got hands on with the camera to make a film for practice.</p> <p>The first thing we did in this week was our first mini project called 'The Journey'. This was our first project where we got put into groups and produced an actual short film. This taught me a lot and we had to do all of the pre and post production steps like making the risk assessment and the production schedule.</p> </div> </div> <div> <p>Week Three</p> <p>This week I was put to be the director for week six for, we have now finished our individual events which our course mates have watched our own projects. I found this a bit hard week as for day I finally got to use my camera which I was so used to with my phone about time of about now, which I think is hard to get used to because it is so big. The camera is a bit tricky, I found during the first day and would find this hard to have an idea of what you could do in the next week. This was the hardest day, who was nervous looking at the camera. We were given and started learning about the different equipment and how to properly work with them. I found it really helpful as I can now get to be hands on with a camera. My friend, although I don't think that I will be using one again.</p> <p>The next week after this week we got to see the recording equipment and record our own music, and we were given a chance to go to a recording house to see how it works and we got to go and record different pieces of music.</p> </div> <div> <p>Week Four</p> <p>This week was covered with things from recording a short mini project called 'The Journey' and watching our films and also preparing for our end of year project. I was a bit nervous about the mini project as I really just wanted to know about my own personal project and learning about the camera and how to use it. I managed to complete all of my own development and also preparation for my film. I don't think I had time to do anything else and my storyboard but other than that I'm pretty happy with this point I am with my project.</p> </div>	

Understanding of hiring production equipment from technicians					✓	I have taken kit out overnight to film my self portrait project and have successfully taken it back and everything worked well	
Your team working skills					✓	We have produced multiple group projects and had them shown to the class to get opinions of others.	
Your punctuality				✓		I have good punctuation although I often pass over capital letters	
Your organisational skills				✓		I have good organisational skills and like to do checklists	
Your communication skills					✓	Whenever I have issue I do not hesitate to ask for directions	
Learners signature						Date	13/10/21
Staff signature						Date	