

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

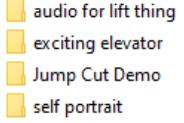
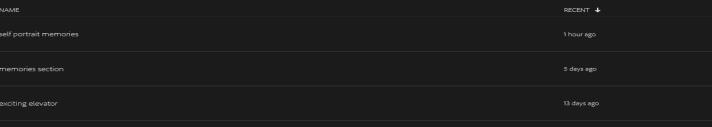
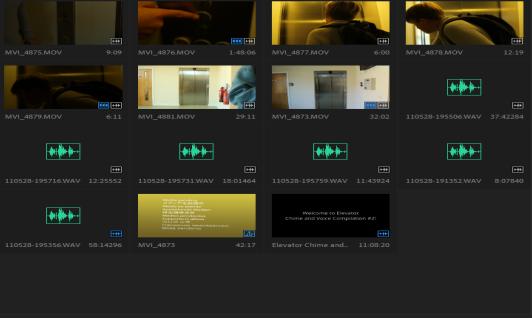
Project 01: Basic training and skills development

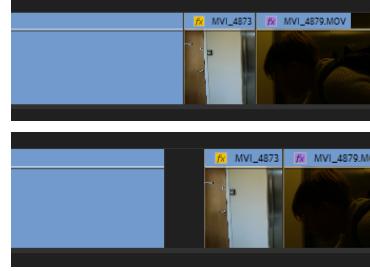
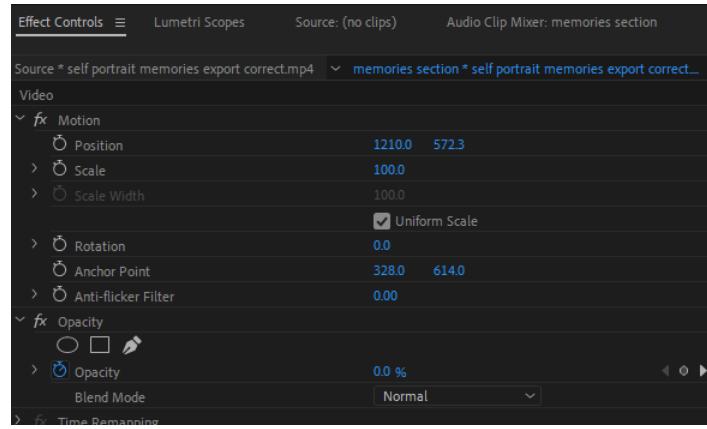
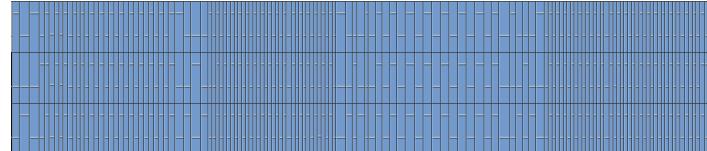
Unit 01: Introduction to media processes and technical skills

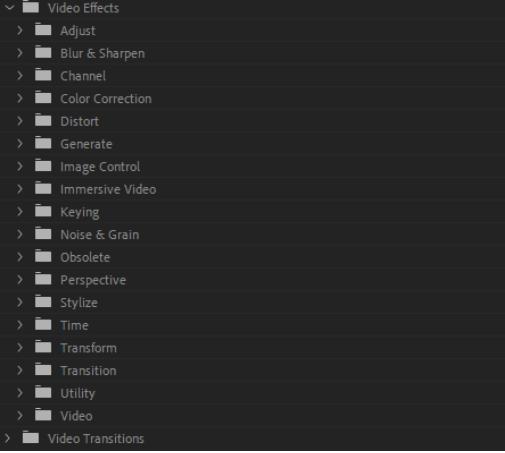
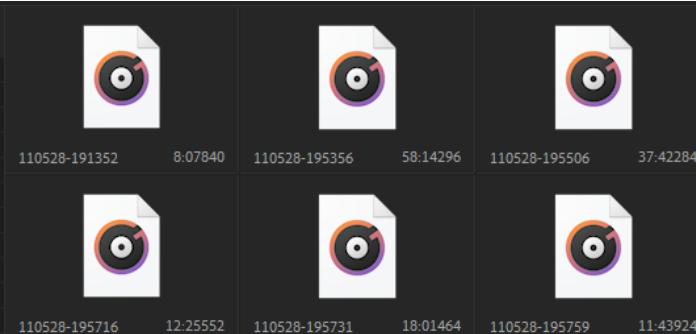
Core skills checklist document

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)				✓	 <p>audio for lift thing 30/09/2021 14:44 File folder  exciting elevator 05/10/2021 15:38 File folder  Jump Cut Demo 15/09/2021 15:46 File folder  self portrait 13/10/2021 09:05 File folder</p>	
Core setup of Adobe Premiere (Booting of software, project and sequence set-up and saving)			✓		 <p>RECENT ▾  self portrait memories 11 hour ago  memories section 5 days ago  exciting elevator 13 days ago</p>	
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				✓	 <p>MVL_4875.MOV 9:09  MVL_4876.MOV 1:48:06  MVL_4877.MOV 6:00  MVL_4878.MOV 12:19  MVL_4879.MOV 0:11  NEV1_4901.MOV 29:33  MVL_4873.MOV 32:02  110528-195506.WAV 37:42:58  110528-195716.WAV 12:25:52  110528-195731.WAV 18:01:46  110528-195759.WAV 11:43:24  110528-195806.WAV 37:42:58  110528-195556.WAV 58:14:29  MVL_4873 40:17  Welcome to Elevator Chime and Voice Recognition #2! 11:08:20  Elevator Chime and... 11:08:20</p>	
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			✓		<p>I know how to add multiple sequences to a project whilst maintaining the core sequence.</p>	
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. <a href="https://www.youtube.com/watch?v=stxloX7UDik">https://www.youtube.com/watch?v=stxloX7UDik</a>	
Understanding of the purpose and production of mind-maps				✓	<a href="http://SelfPortrait   My Site (wixsite.com)">Self Portrait   My Site (wixsite.com)</a>	



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	Lewis			Date	13/10/21	
Staff signature				Date		