

Specification of Competency Standards
for the Information & Communications Technology Industry
Unit of Competency

Functional Area - Operations Management

Title	Edit digital AV production
Code	107965L4
Description	This unit of competency applies to all Digital Media Technology (DMT) practitioners who are involved with editing digital audio visual (DAV) production. After the AV content has been imported into a computing system, it can be edited. Editing is the process of choosing which picture, scene, and sounds will go into the final production, then make fine adjustment, correction, add effects, etc. Normally it will involve several cuts (Rough, Main and Final) with refinements at each cut. This UoC will list editing competence in general and does not make any reference at where or what stage of the editing process.
Level	4
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Knowledge for editing digital AV production</p> <ul style="list-style-type: none"> • Possess good reading and interpersonal skills to comprehend the production requirements and work with others • Possess good knowledge of DAV post-production workflows • Possess good experience of managing different DAV production stages and workflows • Able to operate computing editing systems, electronic titling systems, video switching equipment and digital effects units • Possess good knowledge of the organisation standards and procedures for DAV editing <p>2. Edit digital AV production:</p> <ul style="list-style-type: none"> • Comprehend the project brief and/or scripts to become familiar with production requirements • Prepare for editing, ensuring backup for master copy was performed, editing equipment set, other digital assets (audio, video effects) are available • Review footage sequence by sequence to become familiar with it before selecting for editing • Perform editing, include but not limited to the following: <ul style="list-style-type: none"> ○ Separating (segmenting; add edit, make subclip), cut shot sequences to different angles at specific point in scenes ○ Linking (sequencing, adding) ○ Selecting (select, activate, mark in /mark out), select and combine most effective shot and scenes in order to form a logical and smooth running order, according to the script ○ Inserting (substitute, joining), insertion of addition effects (audio and video) or other scenes ○ Removing (noise reduction and eliminating, extract) ○ Replacing (colourisation, permutations, replace, overwrite) ○ Making longer or shorter (expand and compress, trim, slip, slide) • Perform fine adjustments to ensure perfect frame accuracy for every single edit in the production and make sure each moment flows as best it can • Collaborate with music editor to select appropriate music and piece sounds together to develop soundtracks • Review the edited production with other colleagues to determine that all requirements have been satisfied and ready for next stage of production

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	<p>3. Exhibit professionalism</p> <ul style="list-style-type: none">• Apply industry best practices and new technologies for digital video editing• Ensure the production work is completed to the required standard and perfection
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to:</p> <ul style="list-style-type: none">• Be well prepared for the editing process, including comprehending the script, project brief, setup of equipment and its availability• Perform the editing to fulfil the production requirement and exhibit no detectable visible faults• Collaborate with others to develop additional items for the editing process or assist in the review of edited production
Remark	