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

Functional Area - Operations Management

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| Title | Synchronise digital audio with video |
| Code | 107971L3 |
| Description | This unit of competency applies to all Digital Media Technology (DMT) practitioners in the audio editing production work. For professional video production projects audio is captured separately with high quality recording equipment to capture only the audio that is wanted and not environment distracts. The practitioner is required to add in the sound track and synchronise the audio with the video. |
| Level | 3 |
| Credit | 3 |
| Competency | Performance Requirements<br>1. Knowledge for synchronising digital audio with video<br><br>• Possess good literacy skills that can comprehend work requirement<br>• Possess good knowledge of fundamentals of audio production<br>• Possess good knowledge of digital audio concepts and editing techniques<br>• Possess strong editing skills in operating audio editing software<br>• Possess good knowledge of CODEC<br><br>2. Synchronise digital audio with video<br><br>• Comprehend the audio editing requirements from work order<br>• Plan and prepare for the editing work, including:<br>    o  Setup the hardware and editing software<br>    o  Collect all the video (containing original audio recording)<br>    o  Separate audio clips<br>    o  Backup video clip before editing<br>    o  etc.<br>• Load or import the video into the "timeline" of the editing software. Do not remove the original camera audio as it can be used for references or comparison purpose<br>• Load and drag the audio clip into "timeline" of editing software<br>• Locate the synchronisation point which could be the spike of a clap sound (created by clapboard) or a spike that matches the original camera audio<br>• Synchronise the video with the synchronisation point<br>• Review the video with synchronised new audio clip. Align new audio clip left or right for precise synchronisation, if needed<br>• Once achieved satisfactory synchronisation, discard the original camera audio<br>• Render the video with new sound clip and save in the required format for signoff<br><br>3. Exhibit professionalism<br><br>• Apply industry's best practices and techniques for audio editing to ensure audio is perfectly synchronised with the video<br>• Adhere to operation safety procedures when working with editing equipment |
| Assessment Criteria | The integrated outcome requirements of this UoC are the abilities to:<br><br>• Plan and prepare the audio synchronisation work so that whole editing process proceeded without issues or delay<br>• Select the most effective method to locate the synchronisation point of the audio<br>• Complete synchronisation of the separated audio with video without any apparent delay or appeared out of sync issues |

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| Remark | |
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