

<b>Title</b>	<b>Produce and compile a pre-recorded radio programme</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>5</b>

<b>Purpose</b>	People credited with this unit standard are able to: choose programme topic; prepare material for the programme; record source material for the programme; and compile the programme.
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<b>Classification</b>	Electronic Media > Radio
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 Definitions
 

*Station format* means the presentation structure required by the programme director.

*Target audience* means the audience the station targets expressed in terms of gender, age, and socio-economic status.

*Station practice* refers to the documented procedures which set out the standard practices of the station.

*Programme requirements* means content required from a generated or manual schedule.
- 2 The programme will be a stand-alone feature of short duration, usually no longer than five minutes.
- 3 All work practices must comply with an approved code of broadcasting practice as defined in the Broadcasting Act 1989, and with the following legislation – Broadcasting Act 1989, Copyright Act 1994, Defamation Act 1992, Human Rights Act 1993, and Privacy Act 1993. These codes can be obtained from the Broadcasting Standards Authority ([www.bsa.govt.nz](http://www.bsa.govt.nz)) or the Advertising Standards Authority ([www.asa.co.nz](http://www.asa.co.nz)).

### Outcomes and performance criteria

#### Outcome 1

Choose programme topic.

#### Performance criteria

- 1.1 Topic is chosen in terms of the target audience.

1.2 Concept is planned in terms of programme requirements.

Range style, purpose, budget, time.

### **Outcome 2**

Prepare material for the programme.

#### **Performance criteria**

2.1 Material is chosen which is relevant to the topic and style of production.

2.2 Consent to be recorded is arranged with contributors and presenters.

2.3 Clearance for copyright material is arranged before material is dubbed.

2.4 Arrangements are made for the programme to be completed in time for broadcast.

Range recording, editing.

### **Outcome 3**

Record source material for the programme.

#### **Performance criteria**

3.1 Technical quality of source material meets station practice.

3.2 Material recorded is of direct relevance to the programme.

Range examples are – contributors, presenters, actuality, stock footage, music, sound effects.

3.3 Material is recorded in sufficient quantity to allow editing.

### **Outcome 4**

Compile the programme.

#### **Performance criteria**

4.1 Programme is compiled to meet required time duration.

4.2 Programme meets the content and style requirements of the concept plan and station format.

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**This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.**

**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	28 February 1997	30 September 2021
Revision	2	11 March 1998	30 September 2021
Revision	3	8 February 2001	30 September 2021
Review	4	20 March 2009	30 September 2021
Review	5	18 February 2011	30 September 2021
Review	6	26 August 2021	30 September 2021

<b>Consent and Moderation Requirements (CMR) reference</b>	0002
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.