

<b>Title</b>	<b>Produce a stand-alone radio documentary</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>10</b>

<b>Purpose</b>	People credited with this unit standard are able to: evaluate an idea for radio documentary; prepare material for a radio documentary; record material; edit material; and compile a documentary.
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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 It is expected that the candidate will prepare and record at least a twenty minute documentary to be awarded this unit standard.
- 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, 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)).

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## Outcomes and performance criteria

### Outcome 1

Evaluate an idea for radio documentary.

### Performance criteria

- 1.1 Topic is assessed in terms of requirements for radio broadcast to a specified target audience.

- 1.2 Idea is assessed in terms of sufficient information or angles to fill a programme.
- 1.3 Programme concept is assessed in terms of being achievable within the budget and time available.

## **Outcome 2**

Prepare material for a radio documentary.

### **Performance criteria**

- 2.1 Material is researched in terms of job requirements.
- Range topic, style of production.
- 2.2 Legislative requirements are met in accordance with station practice.
- Range consent to be recorded, clearance for copyright.
- 2.3 Arrangements are confirmed to enable the documentary to be completed for broadcast.
- Range recording, editing, time constraints, budget restraints.

## **Outcome 3**

Record material.

### **Performance criteria**

- 3.1 Recorded material matches the chosen topic and is in accordance with station format.
- 3.2 Material is recorded at a technical level which meets station's broadcast requirements.
- 3.3 Material is recorded in sufficient quantity to allow editing to meet programme requirements.

## **Outcome 4**

Edit material.

### **Performance criteria**

- 4.1 Edited material is compiled in order of programme requirements.
- 4.2 Edited material is structured to meet programme requirements.
- 4.3 Information is presented in terms of target audience requirements.

4.4 Editing script is presented with required information for final compilation.

Range presenter comments and/or narration, edited material, first and last words, sound effects.

## Outcome 5

Compile a documentary.

### Performance criteria

5.1 Compiled documentary is to the agreed time limit.

5.2 Documentary is compiled to meet target audience requirements.

Range information and/or entertainment.

5.3 Sound effects and/or music used matches the preferences of the target audience.

5.4 Documentary is compiled to meet station's technical requirements.

**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

### Consent and Moderation Requirements (CMR) reference

0002

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.