Reference No.														

SELF-ASSESSMENT GUIDE

Qualification Title:	**ANIMATION NC II**
COC 1	**Producing Traditional Cleaned-up Key Drawings**
Units of Competency Covered	• **Apply Traditional Drawing Techniques for Animation** • **Produce Traditional Cleaned-up Key Drawings**
Instruction: Read each question and check the appropriate box to indicate your answer.	

Can I?	YES	NO
Apply Traditional Drawing Techniques for Animation		
Identify traditional drawing requirements for animation		
• Identify different drawing materials in preparation for hand drawing requirements		
• Prepare animation drawing equipment for hand drawing activities		
• Gather drawing references to use as guide for lecture activities or assignments		
• Identify storyboard, layout, background and model sheet are identified according to task*		
Apply hand drawn techniques		
• Perform hand & wrist pencil exercises techniques on paper to practice right pencil grip, hand position and arm movement		
• Apply basic construction techniques to draw human figure, cartoons, animals and objects using basic shapes and basic perspectives to draw angles on props, objects and backgrounds*		
• Maintain proportion of sizes in drawing characters, props/objects*		
Apply line art drawings based on model sheet		
• Prepare model sheets to serve as reference for hand drawing activities		
• Identify and apply different line drawing strokes based on model sheet*		
• Use pencils appropriately to draw rough sketches, construction & proportions and quality line art in cleaning up rough drawings*		
Produce Traditional Cleaned-up Key Drawings		
Identify requirements for traditional cleaned-up drawings		

• Identify and prepare traditional animation equipment & materials according to task		
• Identify traditional clean up key drawing requirements from the given source material*		
• Gather appropriate model sheets for reference in the given scene folder		
Prepare traditional rough key drawings		
• Check all contents of the scene folder and refers any problems with appropriate personnel as necessary		
• Perform checking of rough breakdowns and timing grid*		
• Check and read special instructions from animator/animation		
• Perform traditional cleaned-up line quality stroke requirement for final drawing against the approved model sheets*		
Produce traditional cleaned-up key drawings		
• Arrange all rough key drawings properly and flip by hand to see and analyzes the animation movements*		
• Perform analysis, redraw and put on model based on rough breakdown and animation flow*		
• Apply line quality stroke to all redrawn rough key animation poses and breakdown*		
• Organize, bundle and return neatly the old rough key drawings and rough breakdowns*		
Edit/Revise cleaned-up key drawings		
• Redraw all affected cleaned-up drawings and breakdowns based on the scope of the revision calls		
• Check and revise scene folder contents*		

I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.	
Candidate's signature:	**Date:**

*NOTE: * Critical Aspects of Competency*

Reference No.														

SELF-ASSESSMENT GUIDE

Qualification Title:	**ANIMATION NC II**
COC 2	**Producing Traditional In-between Drawings**
Units of Competency Covered	• **Apply Traditional Drawing Techniques for Animation** • **Produce Traditional In-between Drawings**
Instruction: Read each question and check the appropriate box to indicate your answer.	

Can I?	**YES**	**NO**
Apply Traditional Drawing Techniques for Animation		
Identify traditional drawing requirements for animation		
• Identify different drawing materials in preparation for hand drawing requirements		
• Prepare animation drawing equipment for hand drawing activities		
• Gather drawing references to use as guide for lecture activities or assignments		
• Identify storyboard, layout, background and model sheet are identified according to task*		
Apply hand drawn techniques		
• Perform hand & wrist pencil exercises techniques on paper to practice right pencil grip, hand position and arm movement		
• Apply basic construction techniques to draw human figure, cartoons, animals and objects using basic shapes and basic perspectives to draw angles on props, objects and backgrounds*		
• Maintain proportion of sizes in drawing characters, props/ objects*		
Apply line art drawings based on model sheet		
• Prepare model sheets to serve as reference for hand drawing activities		
• Identify and apply different line drawing strokes based on model sheet*		
• Use pencils appropriately to draw rough sketches, construction & proportions and quality line art in cleaning up rough drawings*		
Produce Traditional In-Between Drawings		
Identify requirements for traditional in–between drawings		

• Identify and prepare traditional animation equipment & materials according to the task		
• Identify traditional in-between requirements from the given source*		
• Gather appropriate model sheets for reference in the given scene folder		
Prepare materials for traditional in-between drawings		
• Count and check cleaned-up key animation drawings and breakdowns		
• Check, organize and complete scene folder contents		
• Check timing grids on each cleaned-up key drawing as charted on the exposure sheet*		
• Follow traditional cleaned-up key drawing line quality stroke and special instructions*		
Produce traditional in-between drawings		
• Determine all cleaned-up key drawings/breakdowns and analyze the line quality/animation movement flow*		
• Perform arrangement of two cleaned-up drawings appropriately*		
• Analyze and follow timing written on the cleaned-up key drawing at the top most file based on requirements*		
• Label traditional rough in-betweens based on labeling system*		
• Clean up all rough in-betweens produced from the timing grid lines using the same quality stroke clearly seen at the cleaned-up drawings*		
• Check all cleaned-up in-between drawings against the light of lightbox*		
• Check model drawing/line consistency and produce correct flow of in-betweened drawing*		
• Perform line test for all final cleaned up and in-between drawings*		
• Organize all final cleaned-up key drawings/final in-betweened drawings and old rough key drawings properly*		
Edit/Revise in-between drawings		
• Analyze revision calls based on instructions		
• Redraw/Revise all affected in-betweened drawings based on the scope of the revision calls*		
• Check, organize and sign off revised scene folder contents and accomplish calls to provide revised scene folder		

I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.	
Candidate's signature:	**Date:**

*NOTE: * Critical Aspects of Competency*

Reference No.															

SELF-ASSESSMENT GUIDE

Qualification Title:	**ANIMATION NC II**	
COC 3	**Producing Digital Cleaned-up Key Drawings and In-between Drawings**	
Units of Competency Covered	• **Produce Digital Cleaned-up Key Drawings and** • **Produce Digital In-between Drawings**	
Instruction: Read each question and check the appropriate box to indicate your answer.		

Can I?	YES	NO
Produce Digital Cleaned-up Key Drawings		
Identify requirements for digital cleaned-up drawings		
• Identify and prepare digital animation equipment and materials including 2D animation software/computer assisted techniques according to the task		
• Identify digital clean-up drawing requirements from the given source material*		
• Gather appropriate digital copies of model sheets for reference		
Produce digital cleaned-up key drawings		
• Utilize selected user interface and basic tools in 2D animation software based on technical requirements*		
• Check digital rough breakdowns and indicates on timeline /exposure sheet*		
• Gather and upload digital model sheets and special file instructions for reference*		
• View/play back and analyze animation movements and consistency in drawings*		
• Re-draw all off-model drawings based on digital model sheets and on-models*		
• Apply required digital line size and stroke to all digital cleaned-up key drawings*		
• Export all finished digital drawing sequences to video format and saved at scene file folder*		
Produce Digital In-between Drawings		

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Identify requirements for digital in-between drawings		
• Identify and prepare digital animation equipment & materials according to task		
• Identify digital in-between drawing requirements from the given source material*		
• Gather appropriate digital copies of model sheets for reference		
Produce digital in-between drawings		
• Obtain digital scene file folder containing digital cleaned-up key drawings and breakdowns*		
• Use the appropriate 2D animation software based on requirements*		
• View/play back all digital cleaned-up key drawings and breakdowns and analyze animation movements*		
• Gather and upload digital model sheets and special file instructions for reference*		
• Analyze and follow timing grid on the cleaned-up key drawing*		
• Label and mark digital rough in-betweens on the timeline or exposure sheet as required*		
• Follow line quality stroke of the digital cleaned-up key drawing and timing grid lines*		
• Export final digital drawings in video format based on requirements*		
Edit/Revise digital cleaned-up key and in-between drawings		
• Analyze and return file folder with revision calls based on the written instructions		
• Re-draw all affected digital cleaned up drawings, breakdowns and in-between drawings based on the scope of the revision calls		
• Label all revised digital drawings as revised		
• Export final revised digital cleaned-up drawings, breakdowns and in-between drawings to video format and checks consistency of revised drawings*		

I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.	
Candidate's signature:	**Date:**

*NOTE: * Critical Aspects of Competency*

Reference No.														

SELF-ASSESSMENT GUIDE

Qualification Title:	**ANIMATION NC II**		
FULL/Units of Competency Covered	• **Apply Traditional Drawing Techniques for Animation** • **Produce Traditional Cleaned-up Key Drawings** • **Produce Traditional In-between Drawings** • **Produce Digital Cleaned-up Key Drawings and In-between Drawings**		
Instruction: Read each question and check the appropriate box to indicate your answer.			
Can I?		**YES**	**NO**
Apply Traditional Drawing Techniques for Animation (cleaned-up key and in-between drawings)			
Identify traditional drawing requirements for animation			
• Identify different drawing materials in preparation for hand drawing requirements			
• Prepare animation drawing equipment for hand drawing activities			
• Gather drawing references to use as guide for lecture activities or assignments			
• Identify storyboard, layout, background and model sheet are identified according to task*			
Apply hand drawn techniques			
• Perform hand & wrist pencil exercises techniques on paper to practice right pencil grip, hand position and arm movement			
• Apply basic construction techniques to draw human figure, cartoons, animals and objects using basic shapes and basic perspectives to draw angles on props, objects and backgrounds*			
• Maintain proportion of sizes in drawing characters, props/objects*			
Apply line art drawings based on model sheet			
• Prepare model sheets to serve as reference for hand drawing activities			
• Identify and apply different line drawing strokes based on model sheet*			
• Use pencils appropriately to draw rough sketches, construction & proportions and quality line art in cleaning up rough drawings*			

Produce Traditional Cleaned-up Key Drawings		
Identify requirements for traditional cleaned-up drawings		
• Identify and prepare traditional animation equipment & materials according to task		
• Identify traditional clean up key drawing requirements from the given source material*		
• Gather appropriate model sheets for reference in the given scene folder		
Prepare traditional rough key drawings		
• Check all contents of the scene folder and refers any problems with appropriate personnel as necessary		
• Perform checking of rough breakdowns and timing grid*		
• Check and read special instructions from animator/animation		
• Perform traditional cleaned-up line quality stroke requirement for final drawing against the approved model sheets*		
Produce traditional cleaned-up key drawings		
• Arrange all rough key drawings properly and flip by hand to see and analyzes the animation movements*		
• Perform analysis, redraw and put on model based on rough breakdown and animation flow*		
• Apply line quality stroke to all redrawn rough key animation poses and breakdown*		
• Organize, bundle and return neatly the old rough key drawings and rough breakdowns*		
Edit/Revise cleaned-up key drawings		
• Redraw all affected cleaned-up drawings and breakdowns based on the scope of the revision calls		
• Check and revise scene folder contents*		
Produce Traditional In-Between Drawings		
Identify requirements for traditional in–between drawings		
• Identify and prepare traditional animation equipment & materials according to the task		
• Identify traditional in-between requirements from the given source*		
• Gather appropriate model sheets for reference in the given scene folder		
Prepare materials for traditional in-between drawings		

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• Count and check cleaned-up key animation drawings and breakdowns	
• Check, organize and complete scene folder contents	
• Check timing grids on each cleaned-up key drawing as charted on the exposure sheet*	
• Follow traditional cleaned-up key drawing line quality stroke and special instructions*	

Produce traditional in-between drawings		
• Determine all cleaned-up key drawings/breakdowns and analyze the line quality/animation movement flow*		
• Perform arrangement of two cleaned-up drawings appropriately*		
• Analyze and follow timing written on the cleaned-up key drawing at the top most file based on requirements*		
• Label traditional rough in-betweens based on labeling system*		
• Clean up all rough in-betweens produced from the timing grid lines using the same quality stroke clearly seen at the cleaned-up drawings*		
• Check all cleaned-up in-between drawings against the light of lightbox*		
• Check model drawing/line consistency and produce correct flow of in-betweened drawing*		
• Perform line test for all final cleaned up and in-between drawings*		
• Organize all final cleaned-up key drawings/final in-betweened drawings and old rough key drawings properly*		

Edit/Revise in-between drawings		
• Analyze revision calls based on instructions		
• Redraw/Revise all affected in-betweened drawings based on the scope of the revision calls*		
• Check, organize and sign off revised scene folder contents and accomplish calls to provide revised scene folder		

Produce Digital Cleaned-up Key Drawings

Identify requirements for digital cleaned-up drawings		
• Identify and prepare digital animation equipment and materials including 2D animation software/computer assisted techniques according to the task		
• Identify digital clean-up drawing requirements from the given source material*		
• Gather appropriate digital copies of model sheets for reference		

Produce digital cleaned-up key drawings

• Utilize selected user interface and basic tools in 2D animation software based on technical requirements*		
• Check digital rough breakdowns and indicates on timeline /exposure sheet*		
• Gather and upload digital model sheets and special file instructions for reference*		
• View/play back and analyze animation movements and consistency in drawings*		
• Re-draw all off-model drawings based on digital model sheets and on-models*		
• Apply required digital line size and stroke to all digital cleaned-up key drawings*		
• Export all finished digital drawing sequences to video format and saved at scene file folder*		
Produce Digital In-between Drawings		
Identify requirements for digital in-between drawings		
• Identify and prepare digital animation equipment & materials according to task		
• Identify digital in-between drawing requirements from the given source material*		
• Gather appropriate digital copies of model sheets for reference		
Produce digital in-between drawings		
• Obtain digital scene file folder containing digital cleaned-up key drawings and breakdowns*		
• Use the appropriate 2D animation software based on requirements*		
• View/play back all digital cleaned-up key drawings and breakdowns and analyze animation movements*		
• Gather and upload digital model sheets and special file instructions for reference*		
• Analyze and follow timing grid on the cleaned-up key drawing*		
• Label and mark digital rough in-betweens on the timeline or exposure sheet as required*		
• Follow line quality stroke of the digital cleaned-up key drawing and timing grid lines*		
• Export final digital drawings in video format based on requirements*		
Edit/Revise digital cleaned-up key and in-between drawings		
• Analyze and return file folder with revision calls based on the written instructions		
• Re-draw all affected digital cleaned up drawings, breakdowns and in-between drawings based on the scope of the revision calls		

• Label all revised digital drawings as revised		
• Export final revised digital cleaned-up drawings, breakdowns and in-between drawings to video format and checks consistency of revised drawings*		

I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.

Candidate's signature:	**Date:**

*321`NOTE: * Critical Aspects of Competency*