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SELF-ASSESSMENT GUIDE

Qualification	AUDIO PRODUCTION SERVICES NC I		
Units of Competency Covered	<ul style="list-style-type: none"> • Handle and install basic audio equipment • Perform technical assistance and basic troubleshooting 		
Instruction: Read each question and check the appropriate column to indicate your answer.			
Can I?	YES	NO	
HANDLE AND INSTALL BASIC AUDIO EQUIPMENT			
<i>Determine Audio Production Requirements</i>			
1. Identify and discuss Technical riders with relevant personnel according to production requirements*			
2. Survey locations for assessment purposes*			
3. Obtain equipment and accessories to ensure consistency with the production requirements before commencement of production*			
<i>Prepare and Deliver Audio Equipment</i>			
4. Prepare audio equipment inventory checklist before loading			
5. Pack and secure audio equipment inside the delivery vehicle/storage			
6. Ensure the delivery of audio equipment are safe, secured, and in good working condition			
<i>Set-up Audio Equipment</i>			
7. Set up audio equipment within the constraints of time, budget, working environment, and safety and production requirements *			
8. Position audio equipment mountings and cablings according to safety procedures and within the organizational and production requirements*			
9. Assist in conducting line and sound checks and all adjustments are documented according to organizational procedures*			
10. Provide technical assistance during the entire production stage			

<i>Disassemble Audio Equipment</i>		
11. Disassemble, pack, and store audio equipment and accessories safely with consideration of other production requirements and safety regulations*		
12. Countercheck house inventory against outsourced audio equipment		
13. Report damaged and lost audio equipment to the appropriate personnel		
14. Clean and restore working environment back to its previous and original condition		
<i>Secure Audio Equipment for Transit</i>		
15. Label audio equipment containers accordingly*		
16. Pack all items in compliance with current safety regulations*		
17. Pack, document, and store audio equipment and accessories within the planned timescale		
18. Assess audio equipment status before, during, and after use in any production*		
PERFORM BASIC TROUBLESHOOTING AND ASSISTANCE		
<i>Provide Technical Assistance to Artists and Production Staff</i>		
19. Determine technical issues observed and/or communicated*		
20. Solve technical issues and provides assistance, as requested*		
<i>Determine and Resolve Technical Audio Problems/Issues</i>		
21. Position and connects audio equipment according to safety and production requirements*		
22. Label audio equipment and connectivity according to organizational requirements*		
23. Assist in conducting line and sound checks according to Technical requirement*		
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 Name and Signature		Date

* Critical Aspects of Competency