

Certificate III in Design Fundamentals

CUA30715

Thank you for your interest in the **CUA30715 Certificate III in Design Fundamentals!**

This Course Guide is designed to provide you with detailed course information to support making a decision about whether this course is the most suitable and appropriate for your career goals and individual needs.

Course Details

- *Code name:* Certificate III in Design Fundamentals
- *Course code:* CUA30715
- *Release Number:* 1
- *Currency:* Current

This qualification reflects the role of individuals who are developing a broad range of technical and conceptual design skills and who take responsibility for own outputs in work and learning. Practice at this level is underpinned by the application of introductory design theory and history.

Target Students

Foundry Academy key student target group are those who require both general and specific industry work skills in order to work in the creative industries. They will most likely have very little, if any, required technical skills to plan, carry out and evaluate creative services. This group will be seeking key knowledge and skills based around the programs and processes used within the creative industries.

Location

Foundry Campuses:

- Top Floor, 22 Cameron Street, Launceston TAS 7250
- Top Floor, Brooke St Pier, Franklin Wharf, Hobart TAS 7000

Course Duration & Timelines

The course can be delivered over a range of course durations, depending on the needs and characteristics of the student and their employer where relevant.

The standard course duration is 6 months full time.

Students may complete the program earlier than these timelines through achievement of RPL or credit transfer. Please refer to the Foundry Academy Student Handbook for further information.

Specific Industry / Stakeholder Needs

Depending on the industry area where course delivery occurs, Foundry Academy will customise delivery activities for workplaces to support industry licensing requirements or the specific employer needs for employees undertaking the course.

There are no licensing requirements for this course. Students undertaking this training are required to successfully complete a language, literacy and numeracy (LLN) test to demonstrate a reasonable level of English in both written and verbal, at ACSF Level 2, to be able to communicate effectively in the workplace.

Course Organisation & Delivery Modes

The course units of competency are studied as per the Training & Assessment Sequencing Plan (Appendix One). Foundry Academy personnel recommend a study pathway providing a logical program structure for students undertaking learning and assessment tasks.

Students should expect to undertake on average 42 hours study per unit (20 hours per week) for the standard duration of the course.

Mentoring sessions are conducted at times and locations negotiated. A student to trainer ratio of a maximum of 25 students to 1 trainer is maintained for campus-based delivery approaches.

Actual study hours for each unit of competency may vary depending on the volume of learning and assessment required to meet the requirements of the unit.

The delivery environment is on campus. Course delivery including mentoring activities typically occurs during weekdays and standard working hours. Weekend or out of standard hours' sessions may however be negotiated on a client by client basis.

The delivery approaches used are on-campus study, self-directed study with one-to-one coaching/mentoring support.

As the learning topics are a mix of theory and practical content, this approach is most suitable to provide the individual, customised program required for students.

Work Placement Arrangements

No work placements are applicable.

Participation in this course is only open to students employed, with access to administrative work, studying via a workplace supported program.

Pathways for Students

Training Pathways

This course will provide students with a solid foundation to take their skills to the next level with a Certificate IV or as a gateway to higher-level degrees in graphic design and the broader areas such as digital design:

- Graphic Design - Certificate IV in Design
- Interior Decoration – Certificate IV in Interior Decoration
- Fashion Design – Certificate IV in Applied Fashion Design and Merchandising
- Visual Arts – Certificate IV in Visual Arts
- Interactive Digital Media – Certificate IV in Interactive Digital Media
- Graphic Design – Diploma of Graphic Design
- Interactive Digital Media – Diploma of Screen and Media
- University – Associate Degree of Applied Design

Employment Pathways

Students may be employed in any of the following positions on completion of this course:

- Junior design assistant in graphic and digital design.
- Assistant sign writer and/or letterer.
- Illustrator and self-employed artist.
- Gallery assistant manager or design centre employee.

- Events coordinator.

Course Requirements -Core and Elective Units

The CUA30715 Certificate III in Design Fundamentals requires completion of twelve (12) units made up of:

§ 7 core units; plus

§ 5 elective units, of which:

§ 2 units must be from the qualification packaging rules; and

§ 3 units may be from the qualification packaging rules specified Group A, or Group B, or any currently endorsed Training Package or accredited course at Certificate II, III or IV level.

Core Units

- BSBDES201 Follow a design process
- BSBDES301 Explore the use of colour
- BSBDES302 Explore and apply the creative design process to 2D forms
- BSBDES303 Explore and apply the creative design process to 3D forms
- BSBDES304 Source and apply design industry knowledge
- BSBWHS201 Contribute to health and safety of self and others
- CUAACD301 Produce drawings to communicate ideas

Elective Units

- CUAPHI302 Capture photographic images
- BSBITU302 Create electronic presentations
- CUAGR302 Use typography techniques
- ICPPRP224 Produce pages using a page layout application
- ICPPRP221 Select and apply type

The elective unit options listed represent the only approved elective unit options offered that have been selected and approved for delivery by Foundry Academy. This is a reduced list from the qualification packaging rules specified electives list.

Elective units selected are relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Course Entry Requirements

Nil mandatory requirements specified.

Foundry Academy Course Admission Requirements

Students must:

- Be at least 17 years of age;
- Have completed Year 10 in the Australian school system or equivalent;
- Have language, literacy and numeracy skills equivalent to ASCF Level 2;
- Have access to access to a laptop with an internet connection (Mac/PC) which includes iMovie, Keynote and a student edition of Adobe Creative Cloud software (A\$28.59/mth).

Language literacy and numeracy assessment (LLN)

To work in a business environment, students must demonstrate suitable LLN skills which are assessed when applying for enrolment. The assessment relates to the Australian Core Skills Framework (ACSF) and is a required part of applying for enrolment.

Selection criteria takes into account various factors when deciding upon which students will be offered places in the course including;

- The students' needs and desired outcomes;
- The ability and commitment of the student to complete the course;
- Eligibility requirements listed in the national Training Package;
- Students existing ability in the ACSF core skills - learning, reading, writing, oral communication and numeracy;
- Any areas where students may need additional support (e.g. if they have low English levels) and to identify whether students' physical attributes may influence their ability to complete the training and assessment (e.g. if heavy lifting is required).

Student Identification

Students are advised the minimum identification requirements must be met prior to enrolment:

- Provision of the student's Unique Student Identifier (USI);
- Provision of Australian legal photo identification for assessment purposes.

If students do not have a USI they can create one at www.usi.gov.au or ask Foundry Academy for assistance.

Licensing Requirements

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Student Resources, Texts, Materials, Equipment Requirements

Other Resources

No other resources or equipment is required to be provided by the student – all other resource needs for this course are provided to students by Foundry Academy.

Fees

Course tuition and related fees may vary depending on unit selections and individual student preferences. Please refer to Foundry Academy's Schedule of Tuition Fees for further in information and to determine the course fees for your course engagement:

www.myfoundry.com.au

Support Services

A *Training Plan* is completed with all students prior to enrolment to identify any individual need, resource requirements, delivery unit schedule and support options.

Students are asked to identify their individual needs, but are sometimes reluctant to do so. Foundry Academy personnel monitor the progress of all students and their readiness for assessment as they progress through their course.

Delivery materials and methods may be adapted for the special needs of clients. Some examples may include enlarging print materials for vision requirements, provision of ICT equipment and support, accessing interpreter services or using individual delivery methods. A range of support services, including LL&N training, may be accessed as required for student needs.

Assessment Arrangements

The assessment environment is the student's workplace. Workplace and case study projects are employed for summative assessment, where workplace application of all competencies can be observed by an Assessor.

For on-the-job assessment observations, the Assessor organises to visit the student on-site at a mutually convenient time.

Recognition documentation and applications is available for all units of competency for those students who have extensive experience in the unit areas. RPL applications will be offered and processed as per Foundry Academy's Student Advice and Selection Policy.

At all times, the assessment approaches planned will be compliant with Foundry Academy's Assessment Policy, and when implemented will meet the Code of Conduct requirements. All assessment approaches used are compliant with the requirements of the Assessment Guidelines from the national Training Package or accredited course curriculum.

For each unit of competency (and each element within the unit), a range of evidence will be collected.

Resources are often specified that must be used in assessment at a unit of competency level. All specific resources for each unit of competency are listed within Foundry Academy's Assessment Workbook for each unit. Information within each unit resource includes:

- Specific assessment resources required;
- Assessment methods available to be used;
- Plan for and timing of assessment; and
- Any adjustments that may be needed to cater for different student characteristics.

Recognition of Prior Learning (RPL) and Credit Transfer (CT)

Recognition documentation and applications is available for all units of competency for those students who have extensive experience in the unit areas. RPL applications will be offered and processed as per Foundry Academy's Student Advice and Selection Policy.

Foundry Academy recognises Qualifications and Statements of Attainment issued by other RTOs under the Australian Qualifications Framework (AQF). Students may use Qualifications and Statements of Attainment to gain credit towards programs offered by Foundry Academy.

Please refer to Foundry Academy's *Student Handbook* for further information.

Reasonable Adjustment

There may be times and situations in which a student may require 'reasonable adjustment' of the training and assessment methods implemented by Foundry Academy to meet their specific individual needs.

Reasonable adjustments to the way in which evidence of performance is gathered (e.g. in terms of the information to be provided to the candidate and the type of evidence to be collected from the candidate) can only occur where the adjustments do not alter the expected performance standards for learning and assessment.

The reasonable adjustments to the training and assessment process may include a variety of modifications to the methods of delivery and assessment to assist the student undertake the course. The adjustments may include actions such as:

- Assistance in the form of the training location to allow easier access
- Accessing relevant equipment or aids to assist the student adjustments to the assessment methods to cater for any special needs (without effecting the integrity of the outcome)

Course Specific Withdrawal Information

No specific withdrawal requirements are relevant for this course.

For general information about the grounds on which the student's enrolment may be deferred, suspended or cancelled, please refer to Foundry Academy's *Student Handbook*.

Unit Outlines

BSBDES201 Follow a design process

This unit describes the skills and knowledge required to follow a design process at a basic level, incorporating an element of problem solving to identify and resolve challenges that may hinder the process.

BSBDES301 Explore the use of colour

This unit describes the skills and knowledge required to explore the use of colour and to apply colour theory.

BSBDES302 Explore and apply the creative design process to 2D forms

This unit describes the skills and knowledge required to explore and creatively apply the design process to the development of two-dimensional (2D) forms. It applies to individuals who apply the creative design process to the development of 2D forms. The unit underpins many other specialised design units.

BSBDES303 Explore and apply the creative design process to 3D forms

This unit describes the skills and knowledge required to explore and creatively apply the design process to the development of three-dimensional (3D) forms.

BSBDES304 Source and apply design industry knowledge

This unit describes the skills and knowledge required to source, apply and update general knowledge of the design industry based on problem solving, aesthetics, materials and processes appropriately used within the design industry. It applies to individuals who work under supervision and support the professional design process such as evaluating the nature of design.

BSBWHS201 Contribute to health and safety of self and others

This unit describes the skills and knowledge required to work in a manner that is healthy and safe in relation to self and others and to respond to emergency incidents. It covers following work health and safety (WHS) and emergency procedures and instructions, implementing WHS requirements and participating in WHS consultative processes. It applies to individuals who require a basic knowledge of WHS to carry out work in a defined context under direct supervision or with some individual responsibility, in a range of industry and workplace contexts.

CUAACD301 Produce drawings to communicate ideas

This unit describes the skills and knowledge required to produce drawings that represent and communicate ideas. It does not relate to drawing as an art form. It applies to individuals who use drawings, either electronic or hand drawn, for personal use or in response to a project or brief. Drawings may include design concepts for objects, processes or spaces, movement sequences for performances or screen productions, exhibitions, tenders, proposals or publications.

CUAPHI302 Capture photographic images

This unit describes the skills and knowledge required to use a standard digital stills camera using a range of techniques. It applies to individuals who are planning a career in photo imaging, or in contexts where photography may not be the primary job role or main focus of work activity.

BSBITU302 Create electronic presentations

This unit describes the skills and knowledge required to design and produce electronic presentations for speakers, for self-access and online access. It applies to individuals employed in a range of work environments who design electronic presentations. They may work as individuals providing administrative support within an enterprise or may be responsible for production of their own electronic presentations.

CUAGRD302 Use typography techniques

This unit describes the skills and knowledge required to use typography techniques in design work. It applies to individuals working in many industries. They may provide administrative support within an enterprise, or they may work in specialist design and printing companies where print jobs vary from brochures and corporate stationery to artwork for billboards, display banners and textile products. At this level, work would be undertaken independently, but within established guidelines.

ICPPRP224 Produce pages using a page layout application

This unit describes the skills and knowledge required to compose pages based on a client brief using a high-end application and covers how to arrange basic elements on a page, finalise artwork and check quality. It applies to individuals in the printing and graphic art industry who design and prepare layouts and artwork and manipulate images and texts to meet production requirements. They generally work under direct supervision.

ICPPRP221 Select and apply type

This unit describes the skills and knowledge required to undertake basic typesetting tasks, including selecting required fonts, fitting, and proofing final type. It applies to individuals in the printing and graphic art industry. Typically, they design and prepare layouts and artwork, and manipulate images and texts to meet production requirements. They generally work under direct supervision.

Next Steps!

Thank you again for your interest in this course program. Please contact Foundry Academy's Student Support team on 0499 927 598 or hello@myfoundry.com.au to commence the application process!

FOUNDRY

Academy

Launceston

22 Cameron Street
Launceston, Tasmania 7250

Hobart

Top Floor, Brooke Street Pier
Franklin Wharf, Hobart, Tasmania 7000

P - 0499 927 598

E - hello@myfoundry.com.au