

Unit Title: Digital Content Creation – Text and Image	
Level:	Entry Three
Credit Value:	3
GLH:	30
OCNLR Unit Code:	CN0/E3/LQ/009
Ofqual Unit Reference Number:	D/616/8239

This unit has 3 learning outcomes

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	The learner can:
1. Be able to identify different page layouts.	1.1. Identify at least two different page layouts.
2. Be able to input text and other digital media into a publication.	2.1. Input text into appropriate digital software prior to editing and formatting. 2.2. Input images within appropriate software. 2.3. Store and retrieve publication files or assets according to instructions, (e.g. a named folder at a given address on the computer or in the cloud.)
3. Be able to edit, format and produce a digital publication.	3.1. Edit text to change font, size, and position. 3.2. Manipulate at least two images or other graphic elements to change their size, and position. 3.3. Check for and amend some errors within the draft publication. 3.4. Produce an electronic or printed version of the finished publication.

Assessment

The grid below provides suggestions for the types of assessment activities that can be used with the unit attached to provide evidence for the learner's portfolio. Please refer to the OCN London Assessment Guidance document for definitions of each activity and the expectations for assessment practice and evidence for moderation.

Case Study		Project	✓
Written question & answer/test/exam	✓	Role play/simulation	
Essay		Practical demonstration	✓
Report		Group discussion	
Oral question and answer	✓	Performance/exhibition	
Written description	✓	Production of artefact	
Reflective log/diary		Practice file	