FEDERAL MINISTRY OF EDUCATION

National Technical Certificate (NTC) Curriculum in

CREATIVE CONTENT PRODUCTION
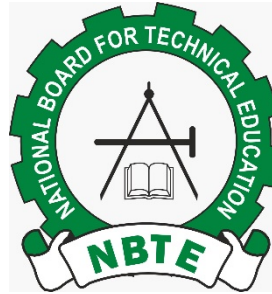
February, 2025

NATIONAL BOARD FOR TECHNICAL EDUCATION
NBTE

NBTE-IDEAS

THE WORLD BANK
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Innovation Development and Effectiveness in the Acquisition of Skills (IDEAS) Project

NATIONAL BOARD FOR TECHNICAL EDUCATION

Plot B, Bida Road, P.M.B. 2239, Kaduna, Nigeria

NATIONAL TECHNICAL CERTIFICATE

CURRICULUM AND MODULE SPECIFICATION FOR

CREATIVE CONTENT PRODUCTION

2025

AIM
To provide training and impart the necessary entry level skills that produce equipped and reliable personnel in creative media production

ENTRY QUALIFICATIONS

Craft Programme
Candidates must not be less than 15 years of age and should have successfully completed three years of Junior Secondary education or its equivalent. Special consideration may be given to sponsored candidates with lower academic qualifications who hold trade test certificates and National Skills qualifications (NSQs), and are capable of benefiting from the programme.

Advanced Craft Programme
Candidates should possess the National Technical Certificate (NTC), Trade Test Grade I or its equivalent and should have had a minimum of one-year post qualification cognate industrial experience.

The Curriculum
The Curriculum of each programme is broadly divided into three components:
    a. General Education, which accounts for 30% of the total hours required for the programme.
    b. Trade Theory, Trade Practice and Related Studies which account for 65% and
    c. Supervised Industrial Training/Work Experience, which accounts for about 5% of the total hours required for the programme

This component of the course which may be taken in industry or in the College production unit is compulsory for the full-time students.
Included in the curriculum are the teacher's activity and learning resources required for the guidance of the teacher.

Unit Course/Modules
A Course/Module is defined as a body of knowledge and skills capable of being utilized on its own or as a foundation or pre-requisite knowledge for more advanced work in the same or other fields of study. Each unit when successfully completed can be used for employment purposes.

Behavioral Objectives
These are educational objectives, which identify precisely the type of behavior a student should exhibit at the end of a course/module or programme. Two types of behavioral objectives have been used in the curriculum. They are:
    a.   General Objectives
    b.   Specific learning outcomes

General objectives are concise but general statements of the behavior of the students on completion of a unit of the week such as understanding the principles and application in:
a. Orthographic projection in engineering/technical drawing;
b. Loci in Mathematics
c. Basic concepts of politics and government in Political Science
d. Demand and supply in Economics

Specific learning outcomes are concise statements of the specific behavior expressed in units of discrete practical tasks and related knowledge the students should demonstrate as a result of the educational process to ascertain that the general objectives of course/programme have been achieved. They are more discrete and measurable expressions of the scope of the tasks contained in a teaching unit.

General Education in Technical Colleges
The General Education component of the curriculum aims at providing the trainee with complete secondary education in critical subjects like English Language, Economics, Physics, Chemistry, Biology, Entrepreneurial Studies and Mathematics to enhance the understanding of machines, tools and materials of their trades and their application as a foundation for post-secondary technical education for the above average trainee. Hence, it is hoped that trainees who successfully complete their trade and general education may be able to compete with their secondary school counterparts for direct entry into the University, Polytechnics, Innovation Enterprise Institutions (IEI) or Colleges of Education (Technical) for a Degree, ND, NID or NCE courses respectively. For the purpose of certification, only the first three courses in mathematics will be required. The remaining modules are optional and are designed for the above average students.

National Certification
The NTC and ANTC programmes are run by Technical Colleges accredited by NBTE. NABTEB conducts the final national examination and awards certificates.
Trainees who successfully complete all the courses/modules specified in the curriculum table and passed the national examinations in the trade will be awarded one of the following certificates:

S/NO	LEVEL	CERTIFICATE
	Technical Programme	
1.	Craft Level	National Technical Certificate (NTC)

Guidance Notes for Teachers Implementing the Curriculum
The number of hours stated in the curriculum table may be increased or decreased to suit individual institutions' timetable provided the entire course content is properly covered and the goals and objectives of each module are achieved at the end of the term.
The maximum duration of any module in the new scheme is 300 hours. This means that for a term of 15 weeks, the course should be offered for 20 hours a week. This can be scheduled in sessions of 4 hours in a day leaving the remaining hours for general education. However, properly organized and if there are

adequate resources, most of these courses can be offered in two sessions a day, one in the morning and the other one in the afternoon. In so doing, some of these programmes may be completed in lesser number of years than at present.

The sessions of 4 hours include the trade theory and practice. It is left to the teacher to decide when the class should be held in the workshop or in a lecture room.

Integrated Approach for Teaching Trade Theory, Trade Science and Trade Calculation

The traditional approach of teaching trade science and trade calculation as separate and distinct subjects in Technical College programmes is not relevant to the new programme as it will amount to a duplication of the teaching of mathematics and physical science subjects in the course. The basic concepts and principles in mathematics and physical science are the same as in the trade calculation and trade science. In the new scheme therefore, qualified persons in these fields will teach mathematics and physical science and the instructors will apply the principles and concepts in solving trade science and calculation problems in the trade theory classes. To this end, efforts have been made to ensure that mathematics and science modules required to be able to solve technical problems were taken as pre-requisite to the trade module.

Evaluation of Programme/Module

For the programme to achieve its objectives, any course started at the beginning of a term must terminate at the end of the term.

Instructors should therefore devise methods of accurately assessing the trainees to enable them give the students final grades at the end of the term. A national examination will be taken by all students who have successfully completed their modules. The final award will be based on the aggregate of the scores attained in the course work and the national examination.

General Goals of the Programme

This programme is designed to provide the trainee with the knowledge and skills in Creative Media Production

On completion of this programme, the trainee should be able to:

1. Operate the camera
2. Assist in carrying out cinematography techniques
3. Carry out fundamentals of taking pictures, covering framing and exposure.
4. Assist in carrying out sound recording
5. Assist in carrying out sound equipment set-up and processing
6. Tell a visually appealing story
7. Carry out essential finishing and picture prints techniques
8. Carry out essential script interpretation
9. Assist in carrying out video editing
10. Familiarize with creative industry standards and best practices
11. Carry out data management and workflow in creative media.

Contents

CURRICULUM TABLE

NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION

S/No	Subject Code	Module	YEAR 1 Term 1 T	P	Term 2 T	P	Term 3 T	P	YEAR 2 Term 1 T	P	Term 2 T	P	Term 3 T	P	YEAR 3 Term 1 T	P	Term 2 T	P	Term 3 T	P	Total Hours
1	CMA 11 - 14	Mathematics	2		2		2		2		2		2		2		2		2		216
2	CEN 11 - 17	English	2		2		2		3		3		3		3		3		3		288
3	CCH 10 - 12	Chemistry	2		2		2		1	2	1	2	1	2	1	2	1	2	1	2	288
4	CPH 10-12	Physics	2		2		2		1	2	1	2	1	2	1	2	1	2	1	2	288
5	CEC 11-13	Economics	2		2		2		2		2		2		2		2		2		216
6	CBM 10	Entrepreneurship													2		2		2		72
7	ICT 11-15	Computer studies							1	2	1	2	1	2	1	2	1	2			180
8	CTD 11 - 13	Drawings		3		3		3		3		3		3							216
9	CCM 111	Introduction to photography	2	3																	60
10	CCM 112	Analogue Photography	2	4																	72
11	CCM 113	Camera Basics	2	2																	48
12	CCM 121	Introduction to cinematography			2	2															48
13	CCM 122	Fundamentals of Taking Pictures			2	4															72
14	CCM 123	Digital photography			2	4															72
15	CCM 131	Introduction to sound recording					2	4													72

S/N	Code	Course																			Total
16	CCM 132	Cinematography Techniques I					2	3													60
17	CCM 211	Sound Recording equipment and setup							2	4											72
18	CCM 212	Sound in video production							2	4											72
19	CCM 213	Cinematography Techniques II							2	4											72
20	CCM 221	Introduction to script writing									2	1									36
21	CCM 222	Picture print and finishing									2	4									72
22	CCM 231	Sound processing and effects											2	4							72
23	CCM 232	Introduction to Script Interpretation											2	3							60
24	CCM 311	Introduction to video editing													2	4					72
25	CCM 321	Industry Standards and practices in creative media															2	2			48
26	CCM 331	Data management and workflow in creative media																	2	3	60
27		**GRAND TOTAL**	12	6	14	9	12	5	14	17	16	20	14	17	18	15	16	13	15	9	2904

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Introduction to Photography	**Subject Code: CCM 111**	**Total Hours: 60HRS**
Year: 1 Term: 1	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce trainees to the basics, history and types of photography.		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know the history of Photography 2.0 Understand the basic concept of Photography 3.0 Know Types of Cameras and Their components 4.0 Know Photography Ethics, Safety, and Basic Editing		

	Theoretical Content			**Practical Content**		
General Objective 1.0: Know history of photography						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-2	1.1 Define photography 1.2 Trace the origin of photography 1.3 State early pioneers and their historical contributions to photography 1.4 Explain early photography equipment and techniques	Explain photography Explain the origin of photography Explain early pioneers and their historical contributions to photography Explain early photography equipment and techniques	Textbooks Internet Writing-board Marker Computer Projector Internet	Identify the following: ● Images of early cameras ● Historical photographs ● Early equipment and techniques	Guide trainees to: Identify the following: ● Images of early cameras ● Historical photographs ● Early equipment and techniques	Clip charts Pictorials Videos Projectors
	Theoretical Content			**Practical Content**		

General Objective 2.0: Understand the basic concept of Photography

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
3-4	2.1 Explain photography as a form of visual storytelling 2.2 Explain the different types of photography. 2.3 Explain the importance of photography in different industries. 2.4 Discuss how photography is used in everyday life	Explain photography as a form of visual storytelling Explain the different types of photography. Explain the importance of photography in different industries. Explain how photography is used in everyday life	Textbooks Internet Writing-board Marker Computer Projector Internet	Identify cutout photographs that tell a story Identify different types of photography.	Guide trainees to: Identify cutout photographs that tell a story Identify different types of photography.	Sample Photographs Scissors Projector Charts Pictorials
	Theoretical Content			**Practical Content**		

General Objective 3.0: Know types of Cameras and their components

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
5-8	3.1 Discuss different types of cameras and their uses e.g.: • DSLR • Smartphone cameras • Cine cameras 3.2 Explain the basic parts of a camera: • Lens • Shutter	Explain different types of cameras and their uses e.g.: • DSLR • Smartphone cameras • Cine cameras Explain the basic parts of a camera: • Lens • Shutter	Textbooks Internet Writing-board Marker Computer Projector Internet	Identify different types of cameras and their uses. Label a diagram of a camera and explain each part's function Compare images taken with different camera types to show quality differences. Demonstrate proper	Guide trainees to: Identify different types of cameras and their uses. Label a diagram of a camera and explain each part's function Compare images taken with different camera types to show quality differences.	Projectors Images Camera

				handling of cameras	Demonstrate proper handling of cameras .	
	• Viewfinder	• Viewfinder				
	• Battery	• Battery				
	• Memory card slot.	• Memory card slot				
	3.3 Discuss the functions of each camera part.	Explain the functions of each camera part.				
	3.4 Explain the differences between professional and everyday-use cameras	Explain the differences between professional and everyday-use cameras				
	3.5 Explain the proper care and handling of a camera	Explain the proper care and handling of a camera				

General Objective 4.0: Know Photography Ethics, Safety, and Basic Editing						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
9-12	1.1 Explain basic photography ethics 1.2 State safety rules when handling cameras. 1.3 State the importance of respecting people's privacy in photography 1.4 Define basic photo editing. 1.5 Explain the impact of editing on an image 1.6 Describe ethnical photo editing	Explain basic photography ethics Explain safety rules when handling cameras. Explain the importance of respecting people's privacy in photography Explain basic photo editing. Explain the impact of editing on an image Explain ethnical photo editing	Textbooks Internet Writing-board Marker Computer Projector Internet	Demonstrate proper handling of a camera. Identify a before-and-after comparison of an edited and unedited photo.	Guide Learners to: Demonstrate proper handling of a camera. Identify a before-and-after comparison of an edited and unedited photo.	Projectors Images Camera-

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION			
Course: Analogue Photography		**Subject Code: CCM 112**	**Total Hours: 72HRS**
Year: 1	**Term: 1**	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce the trainees to analogue photography focusing on film types, processing and darkroom techniques			
General Objectives: On completion of this module, the trainee should be able to: 1.0 Understand the history of Analogue Photography 2.0 Know Film Types and Selection 3.0 Understand Shooting Techniques and Exposure for Analogue Photography 4.0 Understand Film Development and Darkroom processing			

	Theoretical Content			Practical Content		
General Objective 1.0: Know the history of Analogue Photography						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-2	1.1. Explain analogue photography and its historical significance. 1.2. Discuss the differences between analogue and digital photography. 1.3. Explain the various types of analogue cameras: • SLR • TLR • Rangefinder • Point-and-shoot. 1.4. Discuss the basic parts of an analogue camera: • Lens	Explain analogue photography and its historical significance. Explain the difference between analogue and digital photography. Explain the various types of analogue cameras: • SLR • TLR • Rangefinder • Point-and-shoot. Explain the basic parts of	Textbooks Internet Writing-board Marker Computer Projector Internet	Illustrate the basic parts of an analogue camera showing: • Lens • Shutter • Viewfinder • Film loader, etc. Demonstrate how to load and unload film properly.	Guide trainees to: Illustrate the basic parts of an analogue camera showing: • Lens • Shutter • Viewfinder • Film loader, etc. Demonstrate how to load and unload film properly	Projectors Slides Analogue camera Film strip materials

	• Shutter • Viewfinder • Film loader, etc.	an analogue camera: • Lens • Shutter • Viewfinder • Film loader, etc.				
	Theoretical Content			**Practical Content**		

General Objective 2.0: Know Film Types & Selection

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
3-5	2.1 Describe different film formats (35mm, 120mm, large format, etc.). 2.2 State the differences between color and black-and-white film. 2.3 Describe ISO and its impact on image quality. 2.4 State film brands and their unique characteristics.	Explain different film formats (35mm, 120mm, large format, etc.). Explain the difference between color and black-and-white film. Explain speed (ISO) and its impact on image quality. Explain film brands and their unique characteristics.	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Illustrate the peculiarities of the different film types and formats Identify film brands/types and their advantages Demonstrate the impact of ISO on image quality	Guide trainees to: Illustrate the peculiarities of the different film types and formats Identify film brands/types and their advantages Demonstrate the impact of ISO on image quality	Projectors Audio-visuals Slides Analogue camera Film strip materials
	Theoretical Content			**Practical Content**		

General Objective 3.0: Know Shooting Techniques & Exposure for Analogue Photography

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
6-9	3.1 Explain the following techniques in analogue photography:	Explain the following techniques in analogue photography:	Textbooks Internet	Demonstrate rule of thirds, leading lines, and framing in analogue	Guide trainees to: Demonstrate rule of thirds, leading lines, and framing in film	Projectors Slides

• Rule of thirds • Leading lines • Framing 3.2 Explain: • Manual focusing • Depth of field • Motion blur. 3.3 Explain light and shadow for exposure control. 3.4 Explain the exposure triangle in analogue in photography: • Aperture • Shutter speed • ISO. 3.5 Explain how to meter light manually or with a built-in meter.	• Rule of thirds • Leading lines • Framing. Explain: • Manual focusing • Depth of field • Motion blur. Explain Discuss light and shadow for exposure control. Explain the exposure triangle in analogue in photography: • Aperture • Shutter speed • ISO. Explain how to meter light manually or with a built-in meter	Writing-board Marker Computer Projector Internet Writing Board	photography. Demonstrate manual focusing, depth of field and motion blur. Demonstrate the use of the exposure triangle Apply light and shadow for exposure control. Demonstrate how to meter light manually or with a built-in meter.	photography. Demonstrate manual focusing, depth of field and motion blur. Demonstrate the use of the exposure triangle Apply light and shadow for exposure control. Demonstrate how to meter light manually or with a built-in meter.	Analogue camera Film strip materials Manually light meter
General Objective 4.0: Know Film Development and Darkroom processing					
10-12 4.1 Explain the chemical process of developing film. 4.2 Explain:	Explain the chemical process of developing film. Explain:	Textbooks Internet Writing-board	Demonstrate the chemical process of developing film. Illustrate the importance of temperature control	Guide trainees to: Demonstrate the chemical process of developing film. Illustrate the	Projector Slides Audio-visuals

	• Developer • Stop bath • Fixer solutions. 4.3 State the importance of temperature control in photo processing.	• Developer • Stop bath • Fixer solutions Explain the importance of temperature control in photo processing.	Marker Computer Projector Internet Writing Board	in processing. Demonstrate loading film onto reels and into developing tanks.	importance of temperature control in processing. Demonstrate loading film onto reels and into developing tanks.	Film Processing Chemical & Apparatus Film Reels

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Camera Basics	Subject Code: CCM 113	Total Hours: 48HRS
Year: 1　　　　Term: 1	Pre-requisite:	Practical:
Goal: This module is designed to introduce the trainees to the fundamentals of camera operation.		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Camera Components and Their Functions 2.0 Know Camera Handling and Maintenance 3.0 Know Camera Gadgets and Accessories 4.0 Know Camera Lenses 5.0 Know Camera Settings and Basic Adjustments		

	Theoretical Content			Practical Content		
Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
General Objective 1.0: Understand Camera Components and Their Functions						
Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
1-2	1.1 Explain the basic parts of a camera 1.2 State the functions of each camera component. 1.3 Explain the camera sensor 1.4 Explain image quality 1.5 Explain how the camera sensor affects image	Explain the basic parts of a camera Explain the functions of each camera component. Explain the camera sensor Explain image quality Explain how the camera sensor affects image	Textbooks Internet Writing-board Marker Computer Projector Internet	Identify different Camera components, using real camera Illustrate the camera sensor using a diagram Compare images taken with different grades of camera sensor Compare images taken with different lenses to	Guide students to: Identify different Camera components, using real camera Illustrate the camera sensor using a diagram Compare images taken with different grades of camera sensor Compare images taken	Camera Projector Slides Lenses Audio visuals

| | | | Writing Board | show quality differences and short sizes. | with different lenses to show quality differences and short sizes. | |
| quality. 1.6 Explain the role of the lens in image capturing | quality. Explain the role of the lens in image capturing | | | | | |

	Theoretical Content			**Practical Content**		

General Objective 2.0: Understand Camera Handling and Maintenance

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
3-5	2.1 Highlight the correct way to hold a camera for stability. 2.2 Explain the basic steps for turning on and setting up a camera. 2.3 Explain common mistakes in handling cameras. 2.4 List safety measures to prevent camera damage	Explain the correct way to hold a camera for stability. Explain the basic steps for turning on and setting up a camera. Explain common mistakes in handling cameras. Explain safety measures to prevent camera damage	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Demonstrate the proper way to hold a camera for balance Demonstrate the adjusting basic camera settings Carry out the correct method for cleaning a camera lens Demonstrate how to clean and maintain a camera properly	Guide trainees to: Demonstrate the proper way to hold a camera for balance. Demonstrate the adjusting basic camera settings Carry out the correct method for cleaning a camera lens Demonstrate how to clean and maintain a camera properly	Camera Audio visuals Projector Slides Lenses Camera and lenses cleaning kit

General Objective 3.0: Understand Camera Gadgets and Accessories

| 6-8 | 3.1 Explain common camera gadgets: • Tripod • Memory card | Explain common camera gadgets: • Tripod • Memory card | Textbooks Internet Writing-board Marker | Identify camera gadgets Carry out handling and coupling of camera accessories Demonstrate how a tripod works for stability | Guide trainees to: Identify camera gadgets Carry out the handling and coupling of camera accessories | Camera Audio-visuals Projector Slides |

	• Audio visual cables • Playback monitors • Focus gadgets • Battery, etc. 3.2 State the functions of each gadget mentioned in 3.1 above 3.3 State the importance of a tripod in achieving stable shots. 3.4 List essential camera accessories for beginner	• Audio visual cables • Playback monitors • Focus gadgets • Battery, etc. Explain the function of each gadget mentioned in 3.1 above Explain the importance of a tripod in achieving stable shots. Explain essential camera accessories for beginner	Computer Projector Internet Writing Board	and balance. Compare images taken with and without tripod	Demonstrate how a tripod works for stability and balance Compare images taken with and without tripods	Lenses Tripod Memory card Camera Battery Focus gadgets
	General Objective 4.0: Know Camera Lenses				
10-11	5.1 Explain different types of camera lenses: • Wide-angle • Standard • Telephoto • Macro, etc. 4.2 State the function of each type of lens. 4.3 Explain how focal length affects an image. 4.4 Explain the difference	Explain different types of camera lenses: • Wide-angle • Standard • Telephoto • Macro, etc. Explain the function of each type of lens. Explain how focal length affects an image. Explain the difference between prime and	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Illustrate examples of different lenses and their effects on images. Compare how focal lengths change the perspective of an image Participate in a class discussion on choosing the right lens for different photography styles.	Guide trainees to: Illustrate examples of different lenses and their effects on images. Compare how focal lengths change the perspective of an image Participate in a class discussion on choosing the right lens for different photography styles.	Camera Audio-visuals Projector Slides Lenses Tripod Memory card Camera Battery

	between prime and zoom lenses. 4.5 Explain situations where specific lenses are best used	zoom lenses. Explain situations where specific lenses are best used				

General Objective 5.0: Understand Camera Settings and Basic Adjustments

12-13	5.1 Explain camera settings and their effects on an image. 5.2 State the differences between automatic and manual mode 5.3 Explain common camera modes: • Portrait • Landscape • Night mode, etc.	Explain camera settings and their effects on an image. Explain the differences between automatic and manual mode. Explain common camera modes: • Portrait • Landscape • Night mode, etc.	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Demonstrate taking a photo in auto mode and manual mode Carry out test shots on the following: • Portrait • Landscape • Night mode, etc.	**Guide trainees to:** Demonstrate taking a photo in auto mode and manual mode Carry out test shots on the following: • Portrait • Landscape • Night mode, etc.	Sample Photograph Camera- Audio-visuals Projector Slides Lenses Tripod Memory card Camera Battery

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Introduction to Cinematography	**Subject Code: CCM 121**	**Total Hours: 48HRS**
Year: 1 Term: 2	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce the trainees to the evolution and basics of cinematography		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Understand History and evolution of cinematography 2.0 Understand Roles of a cinematographer 3.0 Know Essential Cinematography Equipment 4.0 Understand Cinematography for TV, Film and Content Creation		

	Theoretical Content			Practical Content		
General Objective 1.0: Understand History and evolution of cinematography						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-2	1.1 Explain Cinematography 1.2 Trace the history and evolution of cinematography 1.3 Explain the role of cinematography in creative media. 1.4 Explain the relationship between cinematography and technology over time.	Explain Cinematography Explain the history and evolution of cinematography Explain the role of cinematography in creative media. Discuss the relationship between cinematography and technology over time	Textbooks Internet Writing-board Marker Computer Projector Internet			

General Objective 2.0: Understand Roles of a cinematographer						
3-4	2.1 Define a Cinematographer 2.2 Explain the differences between a cinematographer and a camera operator. 2.3 Explain how a cinematographer collaborates with the: • Director • Production designer • Gaffer. 2.4 Explain the Responsibilities of a Cinematographer	Explain Cinematographer Explain the difference between a cinematographer and a camera operator. Explain how a cinematographer collaborates with the director, production designer, and gaffer. Explain the Responsibilities of a Cinematographer	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board			
General Objective 3.0: Know Essential Cinematography Equipment						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
5-8	1.1 Explain different camera types and their dynamic ranges 1.2 Describe lens selection: • Prime vs. zoom • Anamorphic vs.	Explain different camera types and their dynamic ranges Explain lens selection: • Prime vs. zoom • Anamorphic vs. spherical	Textbooks Internet Writing-board Marker Computer	Demonstrate how to use grip and rigging equipment	Guide trainees to: Demonstrate how to use grip and rigging equipment	Tripods Sand bags Clamps Pictorials Charts

						Audio-visuals
	spherical 1.3 Explain the following: • Aspect ratios • Depth of field • Sensor size. 3.4 Explain camera grip and rigging equipment	Explain the following: • Aspect ratios • Depth of field • Sensor size. Explain camera grip and rigging equipment	Projector Internet Writing Board			

General Objective 4.0: Know Cinematography for TV, Film and Content Creation

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
9-12	1.1 Explain the differences between: • TV • Film • Content medium 1.2 Explain the differences between TV, Film and Content cinematography styles 1.3 Explain the differences between TV, Film and Content cinematography Format	Explain the differences between: • TV • Film • Content medium Explain the differences between TV, Film and Content cinematography styles Explain the differences between TV, Film and Content cinematography Format	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Compare the differences between cinematography styles and format for TV, Film and Content	Guide trainees to: Compare the differences between cinematography styles and format for TV, Film and Content	Projector Audio Visual

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Fundamentals of Taking Pictures	**Subject Code: CCM 122**	**Total Hours: 72HRS**
Year: 1 **Term: 2**	**Pre-requisite:**	**Practical:**
Goal: This module is designed to teach the trainees the fundamentals of taking pictures, covering framing and exposure.		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Composition in Photography 2.0 Know Framing in Photography 3.0 Know Exposure in Photography 4.0 Know Lighting for Photography 5.0 Know how Composition, Framing, and Exposure complement one another 6.0 Know Practical Photography Session and Evaluation		

	Theoretical Content			Practical Content		
General Objective 1.0: Know Composition in Photography						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-2	1.1 Define composition in photography. 1.2 Explain key composition techniques 1.3 Explain the importance of composition in storytelling through images. 1.4 State examples of good and bad composition. 1.5 State how composition	Explain composition in photography. Explain key composition techniques Explain the importance of composition in storytelling through images. Explain examples of good and bad	Textbooks Internet Writing-board Marker Computer Projector Internet	Illustrate composition with simple diagrams Identify composition techniques used in different images Demonstrate how to use the composition techniques with a camera or smart phone	Guide trainees to: Illustrate composition with simple diagrams. Identify composition techniques used in different images Demonstrate how to use the Rule of Thirds with a camera or phone	Internet Projector Slides Camera Smart phone Audio-visuals

	affects the mood of a photograph	composition. Explain how composition affects the mood of a photograph	Writing Board			
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know Framing in Photography						
3	2.1 Define framing in photography. 2.2 Explain different types of framing: Short sizes 2.3 State how framing draws attention to the subject. 2.4 State the impact of proper framing on storytelling.	Explain framing in photography. Explain different types of framing: Short sizes Explain how framing draws attention to the subject. Explain the impact of proper framing on storytelling	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Identify examples of framing in photography. Compare images with strong framing vs. weak framing. Take pictures using different framing types	Guide trainees to: Identify examples of framing in photography. Compare images with strong framing vs. weak framing. Take pictures using different framing types	Projector Camera- Sample Photographs Audio-visuals
General Objective 3.0: Know Exposure in photography						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
4-5	3.1 Define exposure in photography. 3.2 State the key elements of exposure: • Aperture • Shutter Speed • ISO	Explain exposure in photography. Explain the key elements of exposure: • Aperture • Shutter Speed • ISO	Textbooks Internet Writing-board Marker Computer Projector Internet	Illustrate exposure using visual examples Demonstrate how changing exposure settings affects image brightness. Differentiate among underexposure, proper exposure and overexposure	Guide trainees to: Illustrate exposure using visual examples Demonstrate how changing exposure settings affects image brightness Differentiate among underexposure, proper exposure and	Projector Camera Sample Photographs Audio-visuals

	• White balance 3.3 State how underexposure, proper exposure and overexposure affect an image: • Interior • Exterior	• White balance Explain how underexposure, proper exposure and overexposure affect an image: • Interior • Exterior	Writing Board	Demonstrate adjustment of all four exposure settings for different lighting conditions: • Interior • Exterior	overexposure Demonstrate adjustment of all four exposure settings from different lighting conditions: • Interior • Exterior	
General Objective 4.0: Know Lighting for photography						
6-7	4.1 Explain the role of light in photography 4.2 Explain types of Lighting: • Natural • Artificial 4.3 Explain the Three-Point Lighting Setup 4.4 State the roles of: • Key light • Fill light • Backlight 4.5 Explain light modifiers and their uses	Explain the role of Light in photography Explain types of Lighting: • Natural • Artificial Explain the Three-Point Lighting Setup Explain the roles of: • Key light • Fill light • Backlight	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Illustrate how natural and artificial light affect photography and how to control them. Demonstrate three point lighting setup Demonstrate how to use Light Modifiers	Guide trainees to: Illustrate how natural and artificial light affect photography and how to control them. Demonstrate three point lighting setup Demonstrate how to use Light Modifiers	Tungsten HMI LED lights Tripod stands Reflectors Diffusers Soft-box Cameras
General Objective 5.0: Know how Composition, Framing, and Exposure complement one another						
8-9	5.1 Explain how composition, framing, and exposure work	Explain how composition, framing, and exposure work	Textbooks Internet	Illustrate with images where all three elements complement one	Guide trainees to: Illustrate with images where all three elements	Internet Projector

			another	complement one another	Slides
	together.	together.	Writing-board		
			Marker		Camera
	5.2 State how 5.1 above affects subject visibility.	Explain how 5.1 above affects subject visibility.	Computer	Take photos using all three elements	Audio-visuals
			Projector	Take photos using all three elements	
	5.3 State common mistakes beginners make when balancing composition, framing, and exposure.	Explain common mistakes beginners make when balancing composition, framing, and exposure	Internet	Compare photos taken without considering one of these elements	Compare photos taken without considering one of these elements
			Writing Board		
General Objective 6.0: Know Practical Photography Session and Evaluation					
10-12	6.1 Explain the procedures of capturing an image: • Location setup • Camera setup • Light setup • Subject or object placement • Preview 6.2 State problem solving during photography session 6.3 State evaluation of a photography session	Explain the steps to take before capturing an image: • Location setup • Camera setup • Light setup • Subject or object placement • Preview Explain problem solving during photography session Explain evaluation of a photography session	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Carry out photography session following capturing procedures Demonstrate a troubleshooting situation in photography session Demonstrate an evaluation of a photography session Carry out experiment of creative photography styles	Guide trainees to: Carry out photography session following capturing procedures Demonstrate a troubleshooting situation in photography session Demonstrate an evaluation of a photography session Carry out experiment of creative photography styles	Internet Projector Slides Camera Audio-visuals

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Digital Photography	**Subject Code: CCM 123**	**Total Hours: 72HRS**
Year: 1 Term: 2	**Pre-requisite:**	**Practical:**
Goal: This module is designed to teach trainees the fundamentals of digital image formats and digital camera settings		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Digital Photography 2.0 Know Components of a Digital Camera 3.0 Know Digital Image Formats and Resolution 4.0 Know Digital Camera Settings and Modes 5.0 Know Editing in Digital Photography 6.0 Know Practical Application and Digital Photography Projects		

	Theoretical Content			**Practical Content**		
General Objective 1.0: Know Digital Photography						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Define digital photography. 1.2 State the differences between digital and analogue photography. 1.3 State common devices used for digital photography 1.4 Discuss the importance of digital photography in modern media. 1.5 Explain how digital images	Explain digital photography. Explain the differences between digital and analogue photography. Explain common devices used for digital photography Explain the importance of digital photography in modern media	Textbooks Internet Writing-board Marker Computer Projector Internet Writing	Compare digital and analogue photography. Illustrate different types of digital cameras and discuss their features. Illustrate how digital cameras capture and store images	Guide trainees to: Compare digital and analogue photography. Illustrate different types of digital cameras and discuss their features Illustrate how digital cameras capture and store images	Projector Camera- Sample Photographs Audio-visuals

	are stored on memory cards 1.6 Discuss how digital photography is used in social media, journalism, and advertising.	Explain how digital images are stored on memory cards Explain how digital photography is used in social media, journalism, and advertising.	Board			
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know Components of a Digital Camera						
4	2.1 State the main parts of a digital camera 2.2 State the function of each camera component. 2.3 List types of storage devices used in digital photography	Explain the main parts of a digital camera Explain the function of each camera component. Explain types of storage devices used in digital photography	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Demonstrate how to insert and remove a memory card Identify different storage devices		Projector Camera- Sample Photographs Audio-visuals
General Objective 3.0: Know Digital Image Formats and Resolution						
5-6	1.1 Define image resolution in digital photography. 1.2 Explain common digital image formats: • JPEG • RAW	Explain image resolution in digital photography. Explain common digital image formats: • JPEG • RAW	Textbooks Internet Writing-board Marker Computer Projector	Identify images with different resolutions and formats Compare images of different resolutions and formats	Guide trainees to: Identify images with different resolutions and formats Compare images of different resolutions and formats	Projector Camera- Sample Photographs Audio-visuals

		Internet				
• PNG	• PNG	Writing Board				
1.3 State the advantages and disadvantages of different formats.	Explain the advantages and disadvantages of different formats.					
1.4 Discuss how resolution affects image quality	Explain how resolution affects image quality					
General Objective 4.0: Understand Digital Camera Settings and Modes						
7-8 1.1 Explain different shooting modes in digital cameras 1.2 State how Autofocus and Manual Focus work in digital cameras 1.3 State the exposure triangle in relation to digital photography	Explain different shooting modes in digital cameras Explain how Autofocus and Manual Focus work in digital cameras Explain the exposure triangle in relation to digital photography	Textbooks Internet Writing-board Marker Computer Projector Internet Writing Board	Demonstrate how to switch between different shooting modes. Demonstrate using Autofocus and Manual Focus. Compare pictures taken using Auto and Manual shooting modes	Guide trainees to: Demonstrate how to switch between different shooting modes Demonstrate using Autofocus and Manual Focus. Compare pictures taken using Auto and Manual shooting modes	Projector Camera- Sample Photographs Audi-visuals	
General Objective 5.0: Know Editing in Digital Photography						
9-10 5.1 State basic photo editing tools: • Brightness • Contrast • Saturation • Cropping. 5.2 Explain simple editing	Explain basic photo editing tools: • Brightness • Contrast • Saturation • Cropping. Explain simple editing	Textbooks Internet Writing-board Marker Computer Projector	Carryout editing of images using a basic editing app Demonstrate how to resize and compress images without losing quality Compare before-and-after examples	Guide trainees to: Carryout editing of images using a basic editing app Demonstrate how to resize and compress images without losing quality Compare before-and-	Projector Camera- Sample Photographs Audio-visuals	

	software, e.g., Photoshop.	software, e.g., Photoshop.	Internet	of edited images.	after examples of edited images.	
	5.3 State the importance of editing in improving image quality.	Explain the importance of editing in improving image quality.				
	5.4 State the ethics of photo manipulation and responsible editing	Explain the ethics of photo manipulation and responsible editing				
General Objective 6.0: Know Practical Application and Digital Photography Projects						
11-12	6.1 State the steps for planning a digital photography project 6.2 State ways to apply digital photography in different industries. 6.3 State how to share and showcase digital images online. 6.4 State how digital photography is used in blogging, social media, and advertising	Explain the steps for planning a digital photography project Explain ways to apply digital photography in different industries. Explain how to share and showcase digital images online. Explain how digital photography is used in blogging, social media, and advertising	Textbooks Internet Writing-board Marker Computer Projector Internet	Carry out a planning strategy for a digital photography project Carry out shooting, editing, and organizing of photos. Identify images for blogging, social media, and advertising	Guide trainees to: Carry out a planning strategy for a digital photography project Carry out shooting, editing, and organizing of photos. Identify images for blogging, social media, and advertising	Projector Camera- Sample Computer Photo Editing Software Sample Photographs Audio-visuals

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION			
Module: Introduction to Sound Recording	Subject Code: CCM 131		Total Hours: 72HRS
Year: 1	Term: 3	Pre-requisite:	Practical:
Goal: This module is designed to introduce trainees to the basics of sound recording focusing on capturing clear audio using microphones and recording devices.			
General Objectives: On completion of this module, the trainee should be able to: 1.0 Understand Sound Recording 2.0 Know Tools Used for Sound Recording 3.0 Know how Sound is Recorded 4.0 Know types of Sound Recording 5.0 Understand Common Problems in Sound Recording 6.0 Know uses of Sound Recording			

	Theoretical Content			Practical Content		
General Objective 1.0: Understand Sound Recording						
Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
1	1.1 Define sound recording. 1.2 Explain basic concepts in sound recording: • Frequency • Waves • Transmission etc. 1.3 Explain why sound is	Explain sound recording. Explain basic concepts in sound recording: • Frequency • Waves • Transmission etc. Explain why sound is	Textbooks Internet Writing-board Marker Computer Projector			

	recorded.	recorded.	Internet			
	1.4 State places where sound recording is used.	Explain places where sound recording is used.				
	1.5 Explain the differences between live sound and recorded sound.	Explain the difference between live sound and recorded sound.				
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know Tools Used for Sound Recording						
2-3	2.1 Explain basic devices used in sound recording. 2.2 State the function of basic devices used in sound recording 2.3 Explain why headphones are used in sound recording. 2.4 Explain the importance of using good recording tools.	Explain basic devices used in sound recording. Explain the function of basic devices used in sound recording Explain why headphones are used in sound recording. Explain the importance of using good recording tools.	Textbooks Internet Writing-board Marker Computer Projector Internet	Conduct a test recording with a microphone Illustrate with different recording devices phone Carry out a comparison of good and bad recordings to understand why quality tools are important. Illustrate how a microphone captures sound.	Guide trainees to: Conduct a test with a microphone Illustrate with different recording devices phone Carry out a comparison of good and bad recordings to understand why quality tools are important. Illustrate how a microphone captures sound.	Sound recorder Microphones Camera with built-in sound recorder. Headphones Projector Audio-visuals

	Theoretical Content			**Practical Content**		
General Objective 3.0: Know how Sound is Recorded						
4-6	3.1 State the process of sound recording. 3.2 Explain noise in sound recording 3.3 Describe ways to record clear sound. 3.4 List things that can affect sound quality. 3.5 Explain microphone placement	Explain the process of sound recording. Explain noise in sound recording Explain ways to record clear sound. Explain things that can affect sound quality Explain microphone placement	Textbooks Internet Writing-board Marker Computer Projector Internet	Demonstrate by recording voices in a quiet place vs. a noisy place Compare the results of the above. Illustrate how to hold a microphone properly.	Guide trainees to: Demonstrate by recording voices in a quiet place vs. a noisy place. Compare the results of the above. Illustrate how to hold a microphone properly	Sound Recorder Microphone Playback device Audio-visuals
General Objective 4.0: Know Types of Sound Recording						
7-8	4.1 Explain the two main types of sound recording: • Analog • Digital 4.2 Differentiate between old and new recording methods. 4.3 State common digital recording formats and their importance 4.4 Explain the relevance of digital recording	Explain the two main types of sound recording: • Analog • Digital Explain the difference between old and new recording methods. Explain common digital recording formats and their importance Explain the relevance of digital recording Explain examples of	Textbooks Internet Writing-board Marker Computer Projector Internet	Illustrate with pictures old sound recording devices Compare pictures of old sound recording devices and new sound recording devices Carry out recording of sounds in different formats and compare file sizes.	Guide trainees to: Illustrate with pictures old sound recording devices Compare pictures of old sound recording devices and new sound recording devices Carry out recording of voices in different formats and compare file sizes.	Projectors Audio-Visuals Speakers Playback devices

	4.5 List different examples of recorded sounds	recorded sounds				
General Objective 5.0 : Understand Common Problems in Sound Recording						
9-10	5.1 State common problems in sound recording. 5.2 State effects of background noise in sound recording 5.3 Explain how to fix volume in sound recording. 5.4 State ways to improve sound quality: • Echo • Reverb	Explain common problems in sound recording. Explain effects of background noise in sound recording Explain how to fix volume in sound recording. Explain ways to improve sound quality: • Echo • Reverb	Textbooks Internet Writing-board Marker Computer Projector Internet	Carry out a recording in quiet and noisy places. Compare a noisy recording and a clear recording Demonstrate recording in an empty room and how to fix the echo.	Guide trainees to: Carry out a recording in quiet and noisy places. Compare a noisy recording and a clear recording Demonstrate recording in an empty room and how to fix the echo.	Projectors Audio-Visuals Playback devices Recording devices
General Objective 6.0: Know Uses of Sound Recording						
11-12	6.1 State jobs that use sound recording. 6.2 Explain the importance of sound recording in: • TV • Film • Radio. 6.3 State personal uses of sound recording.	Explain jobs that use sound recording. Explain the importance of sound recording in: • TV • Film • Radio. Explain personal uses of sound recording.	Textbooks Internet Writing-board Marker Computer Projector	Carry out audio recording of an interviews Analyse the audio recording	Guide trainees to: Carry out audio recording of an interviews Analyse the audio recording	Projectors Audio-Visuals Recording devices Playback devices Pictorials Charts

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Cinematography Techniques I	Subject Code: CCM 132	Total Hours: 60HRS
Year: 1 TERM: 3	Pre-requisite:	Practical:
Goal: This module is designed to teach trainees essential cinematography techniques to enhance visual storytelling		
General Objectives: On completion of this module the trainee should be able to: 1.0 Know shot types, sizes and angles 2.0 Know the exposure triangle in cinematography– ISO, Aperture, Shutter Speed 3.0 Know the Focus and Depth of Field 4.0 Know simple camera movements		

	Theoretical Content			Practical Content		
General Objective 1.0: Know shot types, sizes and angles						
Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
1-3	1.1 Explain different shot types and their uses: • POV • OTS • Establishing shot • Insert shot 1.2 Explain different shot sizes and their uses: • White shot • Medium shot • Closeup shot 1.3 Explain different shot angles and their uses: • High angle • Low angle • Eye level	Explain different shot types and their uses: • POV • OTS • Establishing shot • Insert shot Explain different shot sizes and their uses: • White shot • Medium shot • Closeup shot Explain different shot angles and their uses: • High angle • Low angle • Eye level	Textbooks Internet Writing-board Marker Computer Projector	Demonstrate the use of different shots types, sizes and angles	Guide trainees to: Demonstrate the use of different shots types, sizes and angles	Projectors Audio-Visual Camera Lenses

	Theoretical Content			Practical Content		
General Objective 2.0: Know the Exposure triangle in cinematography – ISO, Aperture, Shutter Speed						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
4-6	2.1 State ISO and its use in cinematography 2.2 State Shutter Speed and its use in cinematography 2.3 State aperture and its use in cinematography 2.4 State the combined use of ISO, Aperture and Shutter speed for exposure in cinematography	Explain ISO and its use in cinematography Explain Shutter Speed and its use in cinematography Explain aperture and its use in cinematography Explain the combined use of ISO, Aperture and Shutter speed for exposure in cinematography	Textbooks Internet Writing-board Marker Computer Projector	Demonstrate the setting of the Camera ISO Demonstrate the setting of the Camera Shutter Speed Demonstrate the setting of the Camera aperture Demonstrate the combined settings of ISO, Aperture and Shutter speed for exposure in cinematography	Guide trainees to: Demonstrate the use of the Camera ISO Demonstrate the use of the Camera Shutter Speed Demonstrate the use of the Camera aperture Demonstrate the combined use of ISO, APERTURE & Shutter speed for exposure	Projectors Audio-Visual Camera Lenses
	Theoretical Content			**Practical Content**		
General Objective 3.0: Understand the concept of Focus and Depth of Field						
7-9	3.1 Describe the concept of Focus 3.2 Mention types of Focus:	Explain the concept of Focus Explain types of Focus: • Shallow	Textbooks Internet Writing-board	Demonstrate how different Lenses (Focal Points) determines focus	Guide trainees to: Demonstrate how different Lenses (Focal Points)	Projectors Audio-Visual Camera

	• Shallow • Deep • Blur 3.3 Describe the concept of Focal Points 3.4 Describe the choice of lenses (Focal points) and how it affects focus. 3.5 State the relationship between Depth of Field and Field of View	• Deep • Blur Explain the concept of Focal Points Explain the choice of lenses (Focal points) and how it affects focus. Explain the relationship between Depth of Field and Field of View	Marker Computer Projector			determines focus	Lenses
General Objective 4.0: Know Simple camera movements							
10-12	1.1 Explain the concept of Camera movement 1.2 Mention the types of camera movement: • Tilt • Pan • Track in and out 1.3 Mention basic equipment that aid camera movement: • Tripods • Monopods • Track and dolly	Explain the concept of Camera movement Explain the types of camera movement: • Tilt • Pan • Track in and out Explain basic equipment that aid camera movement: • Tripods • Monopods • Track and dolly	Textbooks Internet Writing-board Marker Computer Projector	Identify different camera movement Demonstrate different camera movement with equipment	Guide trainees to: Identify different camera movement Demonstrate different camera movement with equipment	Projectors Audio-Visual Camera Lenses Tripods Track and dolly

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Sound Recording Equipment & Setup	**Subject Code: CCM 211**	**Total Hours: 72HRS**
Year: 2 **Term: 1**	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce the trainees to the selection and uses of devices necessary to capture high quality audio.		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know the types of Microphones and Their Uses 2.0 Know Audio Recorders and Connectivity 3.0 Know Microphone Setup and Placement 4.0 Know audio Accessories and Sound Control 5.0 Know the monitoring and adjusting of sound levels		

	Theoretical Content			Practical Content		
General Objective 1.0: Know The Types of Microphones and Their Uses						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Explain different types of microphones and their pickup patterns: • Uni-directional • Omni-directional • Bi-directional 1.2 State the strengths and weaknesses of each microphone type. 1.3 Explain how microphone pickup	Explain different types of microphones and their pickup patterns: • Uni-directional • Omni-directional • Bi-directional Explain the strengths and weaknesses of each microphone type. Explain how microphone pickup patterns affect	Textbooks Internet Writing-board Marker Computer Projector	Identify the best microphone for different recording situations Demonstrate basic handling and positioning of different microphones. Record and monitor a one minute audio using different types of microphones Playback and analyse the	Guide trainees to: Identify the best microphone for different recording situations. Demonstrate basic handling and positioning of different microphones Record and monitor a one minute audio using different types	Sound recording devices Projectors Audio-Visuals Headphones Playback devices

	patterns affect sound capture. 1.4 Explain when to use external microphones instead of built-in camera microphone	sound capture. Explain when to use external microphones instead of built-in camera microphone		above recordings	of microphones Playback and analyse the above recordings	
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know Audio Recorders and Connectivity						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
4-6	2.1 State the differences between in-camera audio recorder and external audio recorder. 2.2 Describe popular external audio recorders and their features 2.3 Explain how XLR and 3.5mm audio connections work. 2.4 Explain why external recorders often produce higher-quality audio than in-camera recording.	Explain the differences between in-camera audio recorder and external audio recorder. Explain popular external audio recorders and their features Explain how XLR and 3.5mm audio connections work. Explain why external recorders often produce higher-quality audio than in-camera recording	Textbooks Internet Writing-board Marker Computer Projector	Connect and set up an external recorder with a microphone. Adjust basic audio settings (gain, recording format) on an external recorder. Carry out an in-camera and an external audio recording and Compare	Guide trainees to: Connect and set up an external recorder with a microphone Adjust basic audio settings (gain, recording format) on an external recorder Carry out an in-camera and an external audio recording and Compare	Sound recording devices Projectors Audio-Visuals Headphones Playback devices Audio connection cables

General Objective 3.0: Know Microphone Setup and Placement					
7-8	3.1 State the impact of distance and angle on microphone effectiveness. 3.2 State when to choose between wireless and wired microphones based on the recording situations. 3.3 State common mistakes in microphone placement and how to correct them: • Attachment • Concealing • Hand held	Explain the impact of distance and angle on microphone effectiveness. Explain when to choose between wireless and wired microphones based on the recording situations. Explain common mistakes in microphone placement and how to correct them: • Attachment • Concealing • Hand held	Textbooks Internet Writing board Projector Computer Marker Slides	Demonstrate how to attach and conceal a lavalier microphone for clear audio and record. Demonstrate how to position a microphone correctly for dialogue recording and record Carry out the setup of a handheld microphone for interviews and record Playback and analyse the recordings above	Guide learners to: Demonstrate how to attach and conceal a lavalier microphone for clear audio and record. Demonstrate how to position a microphone correctly for dialogue recording and record Carry out the setup of a handheld microphone for interviews and record Playback and analyse the recordings above	Sound recording devices Projectors Audio-Visuals Headphones Playback devices Audio connection cables
General Objective 4.0: Know audio Accessories and Sound Control					
9-10	1.1 Define sound control 1.2 Define audio accessories 1.3 Explain the purpose of the following in sound control: • Windshields • Pop filters	Explain sound control Explain audio accessories Explain the purpose of the following in sound control: • Windshields • Pop filters • Sound mixers	Textbooks Internet Writingboard Projector Computer Marker Slides	Apply basic soundproofing techniques to reduce background noise and record. Demonstrate how to use reflectors and absorbers to improve audio and record. Demonstrate the role of a sound mixer in controlling multiple audio	Guide trainees to: Apply basic soundproofing techniques to reduce background noise and record. Demonstrate how to use reflectors and absorbers to improve audio and record.	Sound recording devices Projectors Audio-Visuals Headphones Playback devices

| | | | | sources in sound recording. | Demonstrate the role of a sound mixer in controlling multiple audio sources in sound recording. | Audio connection cables

Audio accessories |
| --- | --- | --- | --- | --- | --- | --- |
| | • Sound mixers

• Shock mounts.

1.4 State the role of a sound mixer in controlling multiple audio sources. | • Shock mounts.

Explain the role of a sound mixer in controlling multiple audio sources. | | | | |

General Objective 5.0: Understand The monitoring and Adjusting of Sound Levels						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
10-12	1.1 Discuss how to set proper gain levels to avoid distortion and low audio.
1.2 Explain how to solve common audio issues
1.3 Explain how to adjust microphone settings to achieve clear and balanced sound.
1.4 Explain how peak meters and audio waveforms help in monitoring levels.	Explain how to set proper gain levels to avoid distortion and low audio.
Explain how to solve common audio issues
Explain how to adjust microphone settings to achieve clear and balanced sound.
Explain how peak meters and audio waveforms help in monitoring levels.	Textbooks
Internet
Writing board
Projector
Computer
Marker
Slides	Conduct a basic sound test and set audio levels
Demonstrate how to solve common audio issues before and while recording.
Demonstrate the Use of headphones, and peak meters to monitor audio while recording.	Guide trainees to:
Conduct a basic sound test and set audio levels
Demonstrate how to solve common audio issues before and while recording.
Demonstrate the Use of headphones, and peak meters to monitor audio while recording	Sound recording devices
Projectors
Audio-Visuals
Headphones
Playback devices
Audio connection cables
Audio accessories

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Sound in Video Production	**Subject Code: CCM 212**	**Total Hours: 72HRS**
Year: 2 Term: 1	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce trainees to recording and enhancing audio for visual media		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Sound in Video Production 2.0 Know the Types of Sound in Video Production 3.0 Know the Role of Music in Videos 4.0 Understand Video and Sound Synchronization		

	Theoretical Content			**Practical Content**		
General Objective 1.0: Know Sound in Video Production						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Explain sound in video production. 1.2 State the role of sound in video production 1.3 State separate sound recording in video production 1.4 Explain different types of sound used in videos. 1.5 State the role of sound in storytelling 1.6 State examples of videos	Explain sound in video production. Explain the role of sound in video production Explain separate sounds recording in video production Explain different types of sound used in videos. Explain the role of	Textbooks Internet Writing board Projector Computer Marker Slides	Demonstrate using a video without sound and then with sound and ask students which one is better. Illustrate examples of sound in movies, vlogs, news, and social media videos.	Guide trainees to: Demonstrate using a video without sound and then with sound and ask students which one is better. Illustrate examples of sound in movies, vlogs, news, and social media videos	Sound recording devices Projectors Audio-Visuals Headphones Playback devices Audio connection cables Audio accessories

	where sound made a big impact.	sound in storytelling Discuss examples of videos where sound made a big impact.				
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know the types of Sound in Video Production						
4-7	2.1 State the role of: • Dialogue • Sound effects • Music. 2.2 State how ambience sound affects a video. 2.3 Explain the role of themes in sound selection for a video	Explain the role of: • Dialogue • Sound effects • Music. Explain how ambience sound affects a video. Explain the role of themes in sound selection for a video	Textbooks Internet Writing board Projector Computer Marker Slides	Identify different types of sound in videos Conduct the recording of a short dialogue Add background music and sound effects to the above recording.	Guide trainees to: Identify different types of sound in videos Conduct the recording of a short dialogue Add background music and sound effects to the above recording.	Sound recording devices Projectors Audio-Visuals Headphones Playback devices Audio connection cables Audio accessories
	Theoretical Content			**Practical Content**		
General Objective 3.0: Know The Role of Music in Videos						
8-10	3.1 Explain the role of music in storytelling. 3.2 State the influence of music in videos production. 3.3 State different moods that music creates in videos.	Explain the role of music in storytelling. Explain the influence of music in videos production. Explain different moods that music	Textbooks Internet Writing board Projector Computer	Identify the music use in a video and mood it sets Conduct the matching different types of music to video clips.	Guide trainees to: Identify the music use in a video and mood it sets Conduct the matching different types of music to	Projectors Audio-Visuals Playback devices

		creates in videos.	Marker		video clips.	
			Slides			
General Objective 4.0: Understand Video and Sound Synchronization						
11-12	4.1 Define video and sound synchronization 4.2 State the importance of video and sound synchronization 4.3 State common problems that cause bad synchronization 4.4 Explain how video and sound are matched during editing.	Explain video and sound synchronization Explain the importance of video and sound synchronization Explain common problems that cause bad synchronization Explain how video and sound are matched during editing.	Textbooks Internet Writing board Projector Computer Marker Slides Audio-Visuals			

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Cinematography Techniques II	**Subject Code: CCM 213**	**Total Hours: 72HRS**
Year: 2 Term: 1	**Pre-requisite:**	**Practical:**
Goal: This module is designed to teach trainees essential cinematography techniques to enhance visual story telling		

General Objectives: On completion of this module, the trainee should be able to:
   1.0 Know Coverage (Shooting for editing)
   2.0 Know the basics of Colour
   3.0 Know composition techniques in cinematography
   4.0 Know Lighting in cinematography		

General Objective 1.0: Know Coverage (Shooting for editing)						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**

1-3	1.1 Define coverage
	
	1.2 Explain The 180 Degree Rule
	
	1.3 Explain a shot list
	
	1.4 State why Coverage is essential in video production/editing:
	
	  • Continuity
	
	  • Screen Directing
	
	  • Engagement
	
	  • Coherence
		Explain coverage
		
		Explain The 180 Degree Rule
		
		Explain a shot list
		
		Explain why Coverage is essential in video production/editing:
		
		  • Continuity
		
		  • Screen Directing
			Textbooks
			
			Internet
			
			Writing board
			
			Projector
			
			Computer
			
			Marker
			
			Slides
				Develop a shot list or storyboard that ensures sufficient coverage for a given scene.
				
				Demonstrate the following in a recording:
				
				  • Continuity
				
				  • Screen Directing
				
				  • Engagement
				
				  • Coherence
					Guide trainees to:
					
					Develop a shot list or storyboard that ensures sufficient coverage for a given scene.
					
					Demonstrate the following in a recording:
					
					  • Continuity
					
					  • Screen Directing
					
					  • Engagement
						Projector
						
						Audio-Visuals
						
						Camera-
						
						Lenses
						
						Playback devices

	1.5 State the essential shots types and sizes used for coverage. 1.6 Explain Editing Needs • Length of Shots • Speed • Types of Shots • Frame Rate	• Engagement • Coherence Explain the essential shots types and sizes used for coverage. Explain Editing Needs • Length of Shots • Speed • Types of Shots • Frame Rate		• 180-Degree Rule Analyze the recording above : • Strengths • Weaknesses	• Coherence • 180-Degree Rule Analyze the recording above : • Strengths • Weaknesses	
General Objective 2.0: Know the basics of colour						
4-6	2.1 Define Colour Theory 2.2 Explain primary, secondary, and complementary colours 2.3 Define colour contrast 2.4 Define Colour Temperature 2.5 Explain the differences between warm and cool lighting 2.6 Discuss different colours:	Explain Color Theory Explain primary, secondary, and complementary colors Explain colour contrast Explain Color Temperature Explain between warm and cool lighting Explain different colors: • Emotions • Audience perception.	Textbooks Internet Writing board Projector Computer Marker Slides	Demonstrate the use of colour contrast to create visual impact. Analyze Color in video production above Analyze down color usage in well-known film scenes.	Guide trainees to: Demonstrate the use of colour contrast to create visual impact. Analyze Color in video production above Analyze down color usage in well-known film scenes.	Projector Audio-Visuals Camera- Lenses Playback devices

	• Emotions • Audience perception.					
General Objective 3.0: Know composition techniques in cinematography						
7-9	3.1 State the Rule of Thirds in cinematography 3.2 Explain the use of Leading in cinematography 3.3 State Framing Techniques in cinematography 3.4 Explain Symmetry and Asymmetry in cinematography 3.5 State Depth of field and Perspective in cinematography	Explain the Rule of Thirds in cinematography Explain the use of Leading in cinematography Explain Framing Techniques in cinematography Explain Symmetry and Asymmetry in cinematography Explain Depth of field and Perspective in cinematography	Textbooks Internet Writing board Projector Computer Marker Slides	Frame subjects using the rule of thirds to create balanced and visually appealing shots Use lines within a scene to guide the viewer's eye toward important subjects. Apply Framing Techniques – Incorporate natural frames (windows, doors, objects) to add depth and focus. Demonstrate the use of symmetry for stability and asymmetry for dynamic energy. Demonstrate the Control of Depth of field using: • Foreground, • Midground • Background	Guide trainees to: Frame subjects using the rule of thirds to create balanced and visually appealing shots Use lines within a scene to guide the viewer's eye toward important subjects. Apply Framing Techniques – Incorporate natural frames (windows, doors, objects) to add depth and focus. Demonstrate when to use symmetry for stability and asymmetry for dynamic energy. Demonstrate the Control of Depth of field using: • Foreground, • Midground	Projector Audio-Visuals Camera- Lenses Playback devices Camera accessories Tripods

				• Background	
General Objective 4.0: Understand Lighting in Cinematography					
10-12	4.1 State the role of Light in cinematography: • Mood • Depth • Tone 4.2 Explain different Light Sources 4.3 Differentiate between warm and cool lighting 4.4 Explain the Three-Point Lighting System in cinematography	Explain the role of Light in cinematography: • Mood • Depth • Tone Explain different Light Sources Explain the difference between warm (tungsten) and cool (daylight) lighting Explain the Three-Point Lighting System in cinematography	Textbooks Internet Writing board Projector Computer Marker Slides	Demonstrate Basic Lighting set-up for a Scene using available or artificial light. Test different light placements to see their effect on mood and subjects • Top • Side • Below • Back Practice the troubleshooting common lighting issues	Guide trainees to: Demonstrate Basic Lighting set-up for a Scene using available or artificial light. Test different light placements to see their effect on mood and subjects • Top • Side • Below • Back Practice the troubleshooting common lighting issues	Projector Audio-Visuals Camera- Lenses Playback devices Light Equipment Tripod stands Sand bags

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Introduction to Scriptwriting	**Subject Code: CCM 221**	**Total Hours: 36HRS**
Year: 2 **Term: 2**	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce the trainees to the fundamentals of scriptwriting		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Fundamentals of Storytelling 2.0 Understand Character Development 3.0 Know Writing basics and Screenplay Formatting 4.0 Know scene development and how to write a short script		

	Theoretical Content			**Practical Content**		
General Objective 1.0: Know Fundamentals of Storytelling						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**

1-3	1.1 Explain storytelling
	
	1.2 State the role of storytelling in:
	
	   • Communication
	
	   • Culture
	
	   • Entertainment.
	
	1.3 Explain different types of storytelling:
	
	   • Oral
		Explain storytelling
		
		Explain the role of storytelling in:
		
		   • Communication
		
		   • Culture
		
		   • Entertainment.
		
		Explain different types of storytelling:
		
		   • Oral
			Textbooks
			
			Internet
			
			Writing board
			
			Projector
			
			Computer
			
			Marker
			
			Slides
				Narrate a story
				
				Illustrate different types of storytelling using audio-visuals
					Guide trainees to:
					
					Narrate a story
					
					Illustrate different types of storytelling using audio-visuals
						Projectors
						
						Audio-visual
						
						Playback devices

	• Written	• Written			
	• Visual	• Visual			
	• Digital	• Digital			
	1.4 State the importance of storytelling in communication	Explain the importance of storytelling in communication			
	Theoretical Content			**Practical Content**	

General Objective 2.0: Understand Character Development					
4-6	2.1 Explain character development. 2.2 State the importance of character development for storytelling. 2.3 State the difference between static and dynamic characters. 2.4 Explain the following: • Protagonist, • Antagonist • Supporting characters	Explain character development Explain the importance of character development for storytelling. Explain the difference between static and dynamic characters. Explain the the following: • Protagonist, • Antagonist • Supporting characters	Textbooks Internet Writing board Projector Computer Marker Slides	Identify the following characters in a sample film: • Static • Dynamic • Protagonist, • Antagonist • Supporting characters	Guide trainees to: Identify the following characters in a sample film: • Static • Dynamic • Protagonist, • Antagonist • Supporting characters	Projectors Audio-visual Playback devices
	Theoretical Content			**Practical Content**	

General Objective 3.0: Know Writing basics and Screenplay Formatting					
7-9	3.1 Explain screenplay 3.2 State the difference between screenplay and other forms of writing. 3.3 Explain the role of a scriptwriter 3.4 Mention different types of scripts: • Feature films • Short films • TV scripts • Web series 1.5 State the Three-Act Structure: • Beginning • Middle • End. 3.6 State the importance of: • Plot • Character • Conflict • Theme	Explain screenplay Explain the difference between screenplay and other forms of writing. Explain the role of a scriptwriter Explain different types of scripts: • Feature films • Short films • TV scripts • Web series Explain the Three-Act Structure: • Beginning • Middle • End. Explain the importance of : • Plot • Character • Conflict • Theme	Textbooks Internet Writing board Projector Computer Marker Slides	Write a story using three act structure	Guide trainees to: Write a story using three act structure	Projector Computer Script Sample

General Objective 4.0: Know scene development and how to write a short script					
10-12	4.1 Explain screenplay format key elements: • Scene Heading • Action	Explain screenplay format key elements: • Scene Heading • Action	Textbooks Internet Writing board Projector	Analyze a script showing the three act structure and script format Interpret a story into a script format	Guide trainees to: Analyze a script showing the three act structure and script format Interpret a story into a	Projector Computer Script Sample Scriptwriting

	• Dialogue • Transition 4.2 Explain Formatting for Different Mediums: • TV • Film • Radio 4.3 Discuss the difference between: • Feature film scripts • Short film scripts TV scripts • Web series • Commercial scripts 4.4 Explain how to use a scriptwriting software	• Dialogue • Transition Explain Formatting for Different Mediums: • TV • Film • Radio Explain the difference between: • Feature film scripts • Short film scripts TV scripts • Web series • Commercial scripts Explain how to use a scriptwriting software	Computer Marker Slides		script format	software

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION			
Course: Picture Print and Finishing	**Course Code: CCM 222**	**Total Hours: 72HRS**	
Year: 2 Term: 2	**Pre-requisite:**	**Practical:**	
Goal: This module is designed to introduce the trainees to essential finishing techniques for high quality picture prints			

General Objectives: On completion of this module, the trainee should be able to:
    1.0 Know Basic Printing Methods
    2.0 Know how to Choose the right paper and materials
    3.0 Know Color Basics for Printing
    4.0 Know Simples Finishing Techniques
    5.0 Know the Presentation & Storing of Prints			

	Theoretical Content			**Practical Content**		
	General Objective 1.0: Know Basic Printing Methods					
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Explain the Picture Printer. 1.2 Differentiate between inkjet and laser printers. 1.3 Explain how to configure printers for quality prints. 1.4 Discuss the best type of printer for different printing needs: • Photos • Text	Explain the Picture Printer. Explain the differences between inkjet and laser printers. Explain how to configure printers for quality prints. Explain the best type of printer for different printing needs:	Textbooks Internet Writing Board Projector Computer Marker Slides	Set up and configure a printer for high-quality prints. Demonstrate common printing settings: • Resolution • Paper Type • Print Quality Demonstrate how to	Guide trainees to: Set up and configure a printer for high-quality prints. Demonstrate common printing settings • Resolution	Projector Audio-visuals Playback devices Picture Printer Picture Printing papers

	1.5 Explain the following printing settings: • Resolution • Paper type • Print quality 1.6 Explain how to troubleshoot basic printing issues: • Smudging • Color Mismatch	• Photos • Text Explain the following printing settings: • Resolution • Paper type • Print quality Explain how to troubleshoot basic printing issues: • Smudging • Color Mismatch		troubleshoot basic printing issues: • Smudging • Color mismatch.	• Paper Type • Print Quality Demonstrate how to troubleshoot basic printing issues: • Smudging • Color mismatch	
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know how to choose the right paper and materials						
4-6	2.1 Explain the differences between these types of paper: • Glossy • Matte • Cardstock • Photo Paper 2.2Explain the best paper types for different projects:	Explain the differences between these types of papers: • Glossy • Matte • Cardstock • Photo Paper Explain the best paper types for different projects: Photos	Textbooks Internet Writing Board Projector Computer Marker Slides	Illustrate how paper weight (GSM) affects print quality and durability. Illustrate how to test different materials for specific printing needs	Guide trainees to: Illustrate how paper weight (GSM) affects print quality and durability. Illustrate how to test different materials for specific printing needs	Picture Printer Printing materials Glossy Paper Matte Paper Cardstock Paper Photo Paper

	• Photos • Posters • Stickers 2.3 Explain how environmental factors affect print materials.	• Photos • Posters • Stickers Explain how environmental factors affect print materials.				
	Theoretical Content			**Practical Content**		

General Objective 3.0: Understand Color Basics for Printing						
7-9	3.1 Explain the difference between RGB and CMYK color modes. 3.2 Explain why colors may look different on screen vs. in print. 3.3 Discuss how the following affect print results: • Brightness • Contrast • Saturation 3.4 Explain basic color correction techniques to improve print accuracy. 3.5 Explain how to use color correction tools	Explain the difference between RGB and CMYK color modes. Explain why colors may look different on screen vs. in print. Explain how the following affect print results: • Brightness • Contrast • Saturation Explain basic color correction techniques to improve print accuracy. Explain how to use color correction tools	Textbooks Internet Writing Board Projector Computer Marker Slides	Identify software for color calibration, correction and consistency in printing Demonstrate how brightness, contrast, and saturation affect print results Demonstrate basic color correction techniques to improve print accuracy.	Guide trainees to: Identify software for color calibration, correction and consistency in printing Demonstrate how brightness, contrast, and saturation affect print results Demonstrate basic color correction techniques to improve print accuracy	Picture Printer Picture Editing Software Printing materials Glossy Paper Matte Paper Cardstock Paper Photo Paper

General Objective 4.0: Know Simples Finishing Techniques						
Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
10-11	4.1 Define Photo-Lamination 4.2 Explain the benefits of lamination. 4.3 Explain different finishing techniques: Glossy vs. Matte coatings 4.4 Explain how to protect prints from: • Fading • Scratches • Moisture.	Explain Photo-lamination Explain the benefits of lamination. Explain different finishing techniques: Glossy vs. Matte coatings Explain how to protect prints from: • Fading • Scratches • Moisture	Textbooks Internet Writing Board Projector Computer Marker Slides	Illustrate the process of Lamination using audio-visuals Demonstrate how to apply simple borders or frames to prints. Demonstrate the following finishing techniques: • Glossy Coating • Matte Coating Demonstrate how to properly trim and cut prints for a clean look. Demonstrate how to apply simple borders or frames to prints.	Guide trainees to: Illustrate the process of Lamination using audio-visuals Demonstrate how to apply simple borders or frames to prints Demonstrate the following finishing techniques: • Glossy Coating • Matte Coating Demonstrate how to properly trim and cut prints for a clean look. Demonstrate how to apply simple borders or frames to prints.	Picture Lamination Machine Trimmers/ Scissors Framing tools Printing materials Glossy Paper Matte Paper Cardstock Paper Photo Paper

General Objective 5.0: Know the Presentation & Storing of Prints						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
12-13	5.1 Explain Print Framing. 5.2 State basic framing techniques for displaying prints. 5.3 Discuss different mounting options - Foam board, - Canvas - Adhesive backing 5.4 Discuss proper print storage methods 5.5 Discuss how light and environmental factors affect print longevity.	Explain Print Framing Explain basic framing techniques for displaying prints. Explain different mounting options - Foam board - Canvas - Adhesive backing Explain proper print storage methods. Explain how light and environmental factors affect print longevity.	Textbooks Internet Writing Board Projector Computer Marker Slides	Demonstrate creative DIY ways to display prints using these mounting options: - Foam board - Canvas - Adhesive backing	Guide trainees to: Demonstrate creative DIY ways to display prints using these mounting options: - Foam board - Canvas - Adhesive backing	Picture Printer Foam board Canvas Adhesive backing DIY tool-kit Printing materials Glossy Paper Matte Paper Cardstock Paper Photo Paper

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Module: Sound Processing and Effects	**Subject Code: CCM 231**	**Total Hours: 72HRS**
Year: 2 **Term: 3**	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce trainees to the fundamentals of sound processing and effects		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Sound Processing 2.0 Know The Types of Sound Processing 3.0 Know Sound Effects (SFX) 4.0 Know Common Sound Processing Mistakes and how to Fix Them		

	Theoretical Content			Practical Content		
General Objective 1.0: Know Sound Processing						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Define sound processing. 1.2 State why sound processing is important in videos, music, and content creation. 1.3 Explain common tools used for sound processing. 1.4 State how sound can be adjusted to improve quality. 1.5. State how sound processing improves: • Clarity	Explain sound processing. Explain why sound processing is important in videos, music, and content creation. Explain common tools used for sound processing. Explain how sound can be adjusted to improve quality.	Textbooks Internet Writing board Projector Computer Marker Slides	Demonstrate sound processing with audio editing software Differentiate between raw audio clip and a processed version .	Guide trainees to: Demonstrate sound processing with audio editing software Differentiate between raw audio clip and a processed version	Playback device Projector Audio-Visuals Computer Sound editing software Headphones

	• Noise reduction • Adds effects. 1.6 State how sound processing is used in: • Films • TV • Radio • Social media videos.	Explain that sound processing improves how sound processing improves: • Clarity • Noise reduction • Adds effects. Explain how sound processing is used in: • Films • TV • Radio • Social media videos				
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know the types of Sound Processing						
4-6	2.1 State types of sound processing 2.2 State how noise reduction improves audio. 2.3 State how volume balancing improves audio 2.4 List examples of processed audio in different media:	Explain types of sound processing Explain how noise reduction improves audio. Explain how volume balancing improves audio Explain examples of	Textbooks Internet Writing board Projector Computer Marker	Demonstrate noise reduction in an audio clip processing Demonstrate how adjusting bass or treble improves sound quality Demonstrate volume adjustment in a simple audio editing software	Guide trainees to: Demonstrate noise reduction in an audio clip processing Demonstrate how adjusting bass or treble improves sound quality Demonstrate volume	Playback device Projector Audio-Visuals Computer Sound editing software

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	• Film • TV • Radio • Social media	processed audio in different media: • Film • TV • Radio • Social media	Slides		adjustment in a simple audio editing software	Headphones
	Theoretical Content			**Practical Content**		
General Objective 3.0: Know Sound Effects (SFX)						
7-9	3.1 Define sound effects (SFX). 3.2 Explain different types of sound effects in videos production. 3.3 Describe how sound effects make videos more engaging: • Drama • Excitement • Realism 3.4 Differentiate between natural and digital sound effects. 3.5 List examples of famous sound effects in videos	Explain sound effects (SFX). Explain different types of sound effects in movies and videos. Explain how sound effects make videos more engaging: • Drama • Excitement • Realism Explain the difference between natural and digital sound effects. Explain examples of famous sound effects in videos.	Textbooks Internet Writing board Projector Computer Marker Slides	Identify sound effect from a movie scene. Identify how sound effects add drama, excitement, or realism. Create original sound effects	Guide trainees to: Identify sound effect from a movie scene. Identify how sound effects add drama, excitement, or realism. Create original sound effects	Playback device Projector Audio-Visuals Computer Sound editing software Sound recording devices Headphones

General Objective 4.0: Know Common Sound Processing Mistakes and How to Fix Them						
10-12	4.1 Describe common mistakes in sound processing. 4.2 Explain why excessive processing can ruin audio quality. 4.3 State how overuse of effects can make sound unrealistic. 4.4 Discuss how to balance sound processing for realistic results.	Explain common mistakes in sound processing. Explain why excessive processing can ruin audio quality. Explain how overuse of effects can make sound unrealistic. Explain how to balance sound processing for realistic results.	Textbooks Internet Writing board Projector Computer Marker Slides	Identify common mistakes in sound processing Troubleshoot common mistakes in sound processing	Guide trainees to: Identify common mistakes in sound processing Troubleshoot common mistakes in sound processing	Playback device Projector Audio-Visuals Computer Sound editing software Headphones

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Introduction to Script Interpretation	**Course Code: CCM 232**	**Total Hours: 36HRS**
Year: 2 TERM: 3	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce the trainees to narrative analysis and structure for effective storytelling.		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Concept of Script Interpretation 2.0 Know Scene breakdown and Analysis 3.0 Know Character Analysis 4.0 Know the process From Script to Screen		

	Theoretical Content			Practical Content		
General Objective 1.0: Know Concept of Script Interpretation						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Define Script Interpretation 1.2 Explain the importance of Script Interpretation 1.3 State Key Elements of a Script 1.4 Explain Theme and Tone 1.5 Explain Character Motivations 1.6 Explain characters motivation and its	Explain Script Interpretation Explain the importance of Script Interpretation Explain Key Elements of a Script Explain Theme and Tone Explain Character Motivations Explain characters motivation and its influence on actions	Textbooks Internet Writing board Projector Computer Marker Slides	Recognize: • Scene headings • Character descriptions • Action lines • Dialogue Analyze how a script's theme and tone influence visual storytelling	Guide trainees to: Recognize: • Scene headings • Character descriptions • Action lines • Dialogue Analyze how a script's theme and tone influence visual	Projector Audio-Visuals Script Sample Playback devices

				and direction.	storytelling and direction	
	Theoretical Content			**Practical Content**		

General Objective 2.0: Know Scene Breakdown and Analysis

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
4-6	2.1 Define scene breakdown and analysis 2.2 Explain: • Action Cues • Emotional Cues • Subtext • Framing • Movement • Pacing 2.3 State how to break down a Scene	Explain scene breakdown and analysis Explain: • Action Cues • Emotional Cues • Subtext • Framing • Movement • Pacing Explain how to break down a Scene	Textbooks Internet Writing board Projector Computer Marker Slides	Identify subtext, emotions, and action details that guide cinematography and performance Analyze a sample script into a visual plan, considering framing, movement, and pacing	Guide trainees to: Identify subtext, emotions, and action details that guide cinematography and performance Analyze a sample script into a visual plan, considering framing, movement, and pacing	Projector Audio-Visuals Script Sample
	Theoretical Content			**Practical Content**		

General Objective 3.0: Know Character Analysis

| 7-9 | 3.1 Define Character Analysis

3.2 Explain the importance of character analysis in storytelling

3.3 Discuss Character Types: | Explain Character Analysis

Explain the importance of character analysis in storytelling

Explain Character Types: | Textbooks

Internet

Writing board

Projector | Analyze a character from a short script or any relevant literature | Guide trainees to:

Analyze a character from a short script or any relevant literature | Projector

Audio- Visuals

Script Sample or Literature |

Protagonist	Protagonist	Computer			
Antagonist	Antagonist	Marker			
Supporting characters	Supporting characters	Slides			
Background characters	Background characters				
3.4 Explain how characters evolve throughout a story.	Explain how characters evolve throughout a story.				

General Objective 4.0: Know the process From Script to Screen

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
10-12	1.1 Explain the concept of script to screen 1.2 Explain the role of script analysis in video production: • Pre-production • Production • Post-production. 1.3 Explain the role of script analysis in informing the following: • Cinematography • Sound recording and processing • Video editing	Explain the concept of script to screen Explain the role of script analysis in video production: • Pre-production • Production • Post-production. Explain the role of script analysis in informing the following: • Cinematography • Sound recording and processing • Video editing	Textbooks Internet Writing board Projector Computer Marker Slides	Breakdown a scene from a script Film a short scene while following the scene analysis	Guide trainees to: Breakdown a scene from a script Film a short scene while following the scene analysis	Projector Audio-Visuals Script Sample Camera accessories Tripods Sound recording devices Playback devices Light equipment

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Introduction to Video editing	**Course Code: CCM 311**	**Total Hours: 72HRS**
Year: 3　　　　　**TERM: 1**	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce the trainees to the fundamentals of video editing covering basic techniques and software tools		
General Objectives: On completion of this module, the trainee should be able to: 1.0 Know Basics of Video Editing 2.0 Know Cutting and Pacing a Story 3.0 Know Basic Color correction and grading 4.0 Know Finalizing & exporting projects		

	Theoretical Content			Practical Content		
General Objective 1.0: Know Basics of Video Editing						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Define Video Editing 1.2 Explain the role of video editing in storytelling 1.3 Explain the Editing Workflow 1.4 Explain Basic Editing Techniques : • Trim • Arrange Clips • Overlay • Audio	Explain Video Editing Explain the role of video editing in storytelling Explain the Editing Workflow Explain Basic Editing Techniques: • Trim • Arrange Clips • Overlay • Audio	Textbooks Internet Writing board Projector Computer Marker Slides	Demonstrate how to use Editing Software Carryout: • Importing footage • Organizing clips • Cutting • Adding effects Show a video on cutting and sequencing	Guide trainees to; Demonstrate how to use Editing Software Carryout: • Importing footage • Organizing clips • Cutting • Adding effects Show a video on cutting and	Projector Audio-Visuals Computer Editing Software Playback devices Headphones

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
	Synchronization • Noise reduction etc.	Synchronization • Noise reduction etc.		Demonstrate how to cut and sequence footage for smooth storytelling Apply Basic Transitions to create seamless scene changes: • Cuts • Fades • Dissolves etc.	sequencing Demonstrate how to cut and sequence footage for smooth storytelling Apply Basic Transitions to create seamless scene changes: • Cuts • Fades • Dissolves etc.	
	Theoretical Content			**Practical Content**		
General Objective 2.0: Know Cutting and Pacing a Story						
Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
4-6	2.1 Explain Cutting and Pacing 2.2 State different cut types: • Jump cuts • Match cuts • L-cuts • J-cuts 2.3 Explain how video editing choices impact the rhythm and flow of a story	Explain Cutting and Pacing Explain different cut types: • Jump cuts • Match cuts • L-cuts • J-cuts Explain how video editing choices impact	Textbooks Internet Writing board Projector Computer Marker Slides	Identify different cut types: • Jump cuts • Match cuts • L-cuts • J-cuts Experiment with the synchronization of sound and matching cut	Guide trainees to: Identify different cut types: • Jump cuts • Match cuts • L-cuts • J-cuts Experiment with the synchronization of sound and matching	Projector Audio-Visuals Computer Editing Software Playback devices

						cut	
	2.4 Discuss the role of pacing in video editing 2.5 Define Continuity 2.6 Explain the importance of maintaining seamless storytelling by matching action and movement	the rhythm and flow of a story Discuss the role of pacing in video editing Explain Continuity Explain the importance of maintaining seamless storytelling by matching action and movement					

	Theoretical Content			Practical Content		
General Objective 3.0: Know Basic Color correction and grading						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
7-9	3.1 Define Color Correction 3.2 Define color Grading 3.3 Differentiate between color correction and color grading. 3.4 Discuss the following in relation to color correction and grading: • Color temperature • Color theory 3.5 Define the following: • Contrast	Explain Color Correction Explain color Grading Explain the differences between color correction and color grading. Explain the following in relation to color correction and grading: • Color temperature • Color theory Explain the following: • Contrast • Brightness	Textbooks Internet Writing board Projector Computer Marker Slides	Watch a video on how to adjust the following: • Exposure • Contrast • Balance • Highlights • Shadows • Midtones • Temperature	Guide student to: Watch a video on how to adjust the following: • Exposure • Contrast • Balance • Highlights • Shadows • Midtones • Temperature	Audio-Visuals Projector Computer Editing Software Playback devices

	• Brightness • Saturation • Hue • Exposure	• Saturation • Hue • Exposure				
General Objective 4.0: Know finalizing and exporting projects						
10-12	1.1 Explain finalizing 1.2 Define exporting 1.3 State the importance of finalizing 1.4 Explain why proper finalization ensures a polished, quality result. 1.5 Explain settings for audio-visual exporting 1.6 Explain the following: • Resolution • frame rate • Bitrate 1.7 Explain Common File Formats 1.8 Explain the uses of the following formats: • MP4 • MOV • AVI	Explain finalizing Explain exporting Explain the importance of finalizing Explain why proper finalization ensures a polished, professional result. Explain settings for audio-visual exporting Explain the following: • Resolution • frame rate • Bitrate Explain Common File Formats Explain the uses of the following formats: • MP4 • MOV • AVI	Textbooks Internet Writing board Projector Computer Marker Slides	Carryout editing of a video Analyze the project for inconsistencies, missing clips, or sound issues. Apply Basic Color Correction and Grading Illustrate how to set resolution, frame rate, and bitrate for export Carryout exports for TV, film and online content.	Guide trainees to: Carryout editing of a video Analyze the project for inconsistencies, missing clips, or sound issues. Apply Basic Color Correction and Grading Illustrate how to set resolution, frame rate, and bitrate for export Carryout exports for TV, film and online content.	Projector Audio-Visuals Computer Editing Software Playback devices

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION		
Course: Industry Standards and Practices in Creative Media	**Course Code: CCM 321**	**Total Hours: 48HRS**
Year: 3 Term: 2	**Pre-requisite:**	**Practical:**
Goal: This module is designed to familiarize trainees with industry standards and professional practices in creative media		
General Objectives: On completion of this module, the trainee should be able to 1.0 Understand Industry Standards 2.0 Know Industry Standards in Cinematography 3.0 Know Industry Standards in Photography 4.0 Know Industry Standards in Sound Recording 5.0 Know Ethical Practices in Creative Media		

	Theoretical Content			**Practical Content**		
General Objective 1.0: Understand Industry Standards						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-2	1.1 Define industry standards in creative media. 1.2 State different industry standards in creative media 1.3 State different creative industries that follow standards in 1.2 above. 1.4 Differentiate between amateur and professional media production.	Explain industry standards in creative media. Explain different industry standards in creative media Explain different creative industries that follow standards in 1.2 above. Explain the difference between amateur and professional media production.	Textbooks Internet Writing board Projector Computer Marker Slides			
	Theoretical Content			**Practical Content**		

General Objective 2.0: Know Industry Standards in Cinematography						
3-4	2.1 State industry standard in cinematography 2.2 State the standard camera settings used in professional filmmaking. 2.3 State the importance of standard lighting and framing in cinematography. 2.4 State how professionals maintain stability and clarity of shots. 2.5 List standard video resolutions and aspect ratios used in TV and film production.	Explain industry standard in cinematography Explain the standard camera settings used in professional filmmaking. Explain the importance of standard lighting and framing in cinematography. Explain how professionals maintain stability and clarity of shots. Explain standard video resolutions and aspect ratios used in TV and film production.	Textbooks Internet Writing board Projector Computer Marker Slides	Illustrate standard resolutions with visual examples Carry out standard framing of shots Compare handheld shaky footage vs. tripod-stabilized footage. Analyze handheld shaky footage vs. tripod-stabilized footage.	Guide trainees to: Illustrate standard resolutions with visual examples Carry out standard framing of shots Compare handheld shaky footage vs. tripod-stabilized footage. Analyze handheld shaky footage vs. tripod-stabilized footage.	Projector Audio-Visuals Camera- Tripods Lenses Playback devices
	Theoretical Content			**Practical Content**		

General Objective 3.0: Know Industry Standards in Photography						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
5-7	3.1 State industry standard in photography 3.2 Describe the dynamic range of cameras needed for high-quality images.	Explain photography standards. Explain the dynamic range of cameras needed for high-quality images.	Textbooks Internet Writing board Projector Computer Marker Slides	Identify dynamic ranges of still photography cameras Illustrate with examples	Guide trainees to: Identify dynamic ranges of still photography cameras Illustrate with examples of	Projector Audio-visuals Camera- Lighting

	3.3 State common industry uses for photography, e.g.: • Documentation • Education • Information • Fashion • Journalism • Advertising 3.4 State the importance of standard lighting and composition in photography. 3.5 Differentiate between RAW and JPEG image formats.	Explain common industry uses for photography, e.g.: • Documentation • Education • Information • Fashion • Journalism • Advertising Explain the importance of standard lighting and composition in photography. Explain differences between RAW and JPEG image formats.		of photographs used in different industries e.g., magazine covers, news. Illustrate how lighting affects image quality. Conduct a photography session—with good lighting and poor lighting Compare the photographs above	photographs used in different industries e.g., magazine covers, news. Illustrate how lighting affects image quality. Conduct a photography session—with good lighting and poor lighting Compare the photographs above	Equipment Computer
General Objective 4.0: Know Industry Standards in Sound Recording						
8-9	4.1 State industry standard in recording standards 4.2 Explain the standard microphone types for different recording needs. 4.3 State standard synchronization of audio and video. 4.4 Explain standard audio formats used in the industry. 4.5 Describe standard sound processing equipment	Explain industry standard in recording standards Explain the standard microphone types for different recording needs. Explain standard synchronization of audio and video. Explain standard audio formats used in the industry. Explain standard sound processing equipment	Textbooks Internet Writing board Projector Computer Marker Slides	Identify standard microphones for different recording needs Illustrate with visuals standard practices of audio and visual synchronization	Guide trainees to: Identify standard microphones for different recording needs Illustrate with visuals standard practices of audio and visual synchronization	Projector Audio-Visuals Sound Recording Device Audio editing software

General Objective 5.0: Know Ethical Practices in Creative Media					
10-12	5.1 Define ethics in creative media. 5.2 Explain why copyright laws protect original content. 5.3 Explain why giving credit to creators is important. 5.4 Explain responsible content creation practices. 5.5 List common ethical mistakes in creative industry	Explain ethics in creative media. Explain why copyright laws protect original content. Explain why giving credit to creators is important. Explain responsible content creation practices. Explain common ethical mistakes in creative industry	Textbooks Internet Writing board Projector Computer Marker Slides	Compare between original and stolen contents Create short content and add credits: • Photo • Video • Audio Visit a: • Film production set • TV and radio station	Guide trainees to: Compare between original and stolen contents Create short content and add credits: • Photo • Video • Audio Visit a: • Film production set • TV and radio station	Projector Audio Visuals Camera- Lenses Playback devices Computer Photo editing software Video editing software Sound editing software Lighting Equipment Sound Recording Device Microphones

PROGRAMME: NATIONAL TECHNICAL CERTIFICATE IN CREATIVE MEDIA PRODUCTION			
Course: Data Management and Workflow in Creative Media		**Course Code: CCM 331**	**Total Hours: 60HRS**
Year: 3	**Term: 3**	**Pre-requisite:**	**Practical:**
Goal: This module is designed to introduce the trainees to data management and workflow in creative media			

General Objectives: On completion of this module, the trainee should be able to:
    1.0 Know Data Management in Creative Media
    2.0 Know Data Management in Photography and Cinematography
    3.0 Know Data Management in Sound Recording
    4.0 Know Workflow in Creative Media Production			

	Theoretical Content			**Practical Content**		
General Objective 1.0: Know Data Management in Creative Media						
Week	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**	**Specific Learning Outcomes**	**Teacher's Activities**	**Resources**
1-3	1.1 Explain data storage in creative media 1.2 List types and classes of storage devices 1.3 Define data management in creative media. 1.4 Explain the importance of files organization. 1.5 State problems caused by poor data management. 1.6 Describe simple tools used	Explain data storage in creative media Explain types and classes of storage devices Explain data management in creative media. Explain the importance of files organization Explain problems caused by poor data management. Explain simple tools used	Textbooks Internet Writing board Projector Computer Marker Slides	Identify types and classes of storage devices Illustrate with pictures an example of an unorganised vs. well-organized file folder. Carry out a standard file organization Upload a file to a	Guide trainees to: Identify types and classes of storage devices Illustrate with pictures an example of an unorganised vs. well-organized file folder Carry out a standard file organization Upload a file to a cloud storage	Projector Audio-Visuals Computer Storage Devices Playback devices

				cloud storage		
	Theoretical Content			**Practical Content**		

General Objective 2.0: Know Data Management in Photography and Cinematography

| 4-6 | 2.1 Explain how video files are named and stored.

 2.2 State why backup copies are important in video production

 2.3 Describe how editors organize footage for easy access.

 2.4 List file formats used in video production.

 2.4 State the difference between RAW and JPEG files. | Explain how video files are named and stored.

 Explain why backup copies are important in video production

 Explain how editors organize footage for easy access.

 Explain file formats used in video production.

 Explain the difference between RAW and JPEG files. | Textbooks

 Internet

 Writing board

 Projector

 Computer

 Marker

 Slides | Illustrate how RAW files store more details but take up more space than JPEG files.

 Compare RAW and JPEG files

 Illustrate an example of good file naming

 Demonstrate how to organize photos by:

 • Date

 • Event

 • Project.

 Demonstrate how video editors organize files into folders e.g.:

 • RAW pictures/footages

 • Edited clips

 • Sound files

 • Graphics and effects

 • Images

 • Notes | Guide trainees to:

 Illustrate how RAW files store more details but take up more space than JPEG files.

 Compare RAW and JPEG files

 Illustrate an example of good file naming

 Demonstrate how to organize photos by:

 • Date

 • Event

 • Project

 Demonstrate how video editors organize files into folders e.g.:

 • RAW footage

 • Edited clips

 • Sound files | Projector

 Audio-Visuals

 Computer

 Editing Software

 Storage devices

 Playback devices |

				• Subtitles		• Graphics and effects	
						• Images	
						• Notes	
						• Subtitles	

General Objective 3.0: Know Data Management in Sound Recording

Week	Specific Learning Outcomes	Teacher's Activities	Resources	Specific Learning Outcomes	Teacher's Activities	Resources
7-9	3.1 State how sound files are named and stored: • RAW • Processed • Sound effects • Music • ADR 3.2 State the importance of audio backups in media production. 3.3 State standard audio file formats used in the industry.	Explain how sound files are named and stored: • RAW • Processed • Sound effects • Music • ADR Explain the importance of audio backups in media production. Explain standard audio file formats used in the industry	Textbooks Internet Writing board Projector Computer Marker Slides	Demonstrate good and bad naming of sound files Demonstrate how sound engineers arrange files into folders: • RAW • Processed • Sound effects • Music • ADR	Guide trainees to: Demonstrate good and bad naming of sound files Demonstrate how sound engineers arrange files into folders: • RAW • Processed • Sound effects • Music • ADR	Projector Audio-Visuals Computer Audio editing Software Storage devices

General Objective 4.0: Know Workflow in Creative Media Production

| 10-12 | 4.1 Explain workflow in creative media | Explain workflow in creative media | Textbooks
Internet | Illustrate with an organogram the workflow of pre-production, | Guide trainees to:

Illustrate with an | Projector
Audio-Visuals |

				production and post-production	organogram the workflow of pre-production, production and post-production	Organogram
	production.	production.	Writing board			Charts
	4.2 State the steps in a media production workflow.	Explain the basic steps in a media production workflow.	Projector	Identify tools used to manage workflow in creative projects.	Identify tools used to manage workflow in creative projects.	
	4.3 Explain the importance of following a structured workflow	Explain the importance of following a structured workflow	Computer Marker			
	4.4 Discuss the workflow from pre-production, production to post-production.	Explain the workflow from pre-production, production to post-production.	Slides			
	4.5 State tools used to manage workflow in creative projects.	Explain tools used to manage workflow in creative projects.				

PRACTICAL MANUAL

Introduction to Photography CCM 111	Identify the following: • Images of early cameras • Historical photographs • Early equipment and techniques Identify cutout photographs that tell a story Identify different types of photography. Identify different types of cameras and their uses. Label a diagram of a camera and explain each part's function Compare images taken with different camera types to show quality differences. Demonstrate proper handling of cameras Demonstrate proper handling of a camera. Identify a before-and-after comparison of an edited and unedited photo.
Analogue Photography CCM112	Illustrate the basic parts of an analogue camera showing: • Lens • Shutter • Viewfinder • Film loader, etc. Demonstrate how to load and unload film properly. Illustrate the peculiarities of the different film types and formats Identify film brands/types and their advantages Demonstrate the impact of ISO on image quality Demonstrate rule of thirds, leading lines, and framing in analogue photography. Demonstrate manual focusing, depth of field and motion blur. Demonstrate the use of the exposure triangle Apply light and shadow for exposure control. Demonstrate how to meter light manually or with a built-in meter. Demonstrate the chemical process of developing film. Illustrate the importance of temperature control in processing. Demonstrate loading film onto reels and into developing tanks

Camera Basics **CCM 113**	Identify different Camera components, using real camera Illustrate the camera sensor using a diagram Compare images taken with different grades of camera sensor Compare images taken with different lenses to show quality differences and short sizes. Demonstrate the proper way to hold a camera for balance Demonstrate the adjusting basic camera settings Carry out the correct method for cleaning a camera lens Demonstrate how to clean and maintain a camera properly Identify camera gadgets Carry out the handling and coupling of camera accessories Demonstrate how a tripod works for stability and balance. Compare images taken with and without tripod Illustrate examples of different lenses and their effects on images. Compare how focal lengths change the perspective of an image Identify right lens for different photography styles. Demonstrate taking a photo in auto mode and manual mode Carry out test shots on the following: - Portrait - Landscape - Night mode, etc.
Introduction to Cinematography **CCM 121**	Demonstrate how to use grip and rigging equipment Compare the differences between cinematography styles and format for TV, Film and Content
Fundamentals of Taking Pictures **CCM 122**	Illustrate composition with simple diagrams Identify composition techniques used in different images Demonstrate how to use the composition techniques with a camera or smart phone Identify examples of framing in photography. Compare images with strong framing vs. weak framing. Take pictures using different framing types Illustrate exposure using visual examples Demonstrate how changing exposure settings affects image brightness. Differentiate among underexposure, proper exposure and overexposure Demonstrate adjustment of all four exposure settings for different lighting conditions: - Interior - Exterior

	Illustrate how natural and artificial light affect photography and how to control them.
	Demonstrate three point lighting setup
	Demonstrate how to use Light Modifiers
	Illustrate with images where all three elements complement one another
	Take photos using all three elements
	Compare photos taken without considering one of these elements
	Carry out photography session following capturing procedures
	Demonstrate a troubleshooting situation in photography session
	Demonstrate an evaluation of a photography session
	Carry out experiment of creative photography styles
Digital Photography **CCM 123**	Compare digital and analogue photography.
	Illustrate different types of digital cameras and discuss their features.
	Illustrate how digital cameras capture and store images
	Demonstrate how to insert and remove a memory card
	Identify different storage devices
	Identify images with different resolutions and formats
	Compare images of different resolutions and formats
	Demonstrate how to switch between different shooting modes.
	Demonstrate using Autofocus and Manual Focus.
	Compare pictures taken using Auto and Manual shooting modes
	Carry out editing of images using a basic editing app
	Demonstrate how to resize and compress images without losing quality
	Compare before-and-after examples of edited images
	Carry out a planning strategy for a digital photography project
	Carry out shooting, editing, and organizing of photos.
	Identify images for blogging, social media, and advertising
Introduction to Sound Recording **CCM 131**	Conduct a test recording with a microphone
	Illustrate with different recording devices phone
	Carry out a comparison of good and bad recordings to understand why quality tools are important.
	Illustrate how a microphone captures sound.
	Demonstrate by recording voices in a quiet place vs. a noisy place
	Compare the results of the above.
	Illustrate how to hold a microphone properly.
	Illustrate with pictures old sound recording devices
	Compare pictures of old sound recording devices and new sound recording devices

	Carry out recording of sounds in different formats and compare file sizes. Carry out a recording in quiet and noisy places. Compare a noisy recording and a clear recording Demonstrate recording in an empty room and how to fix the echo. Carry out audio recording of an interviews Analyse the audio recording
Cinematography Techniques I **CCM 132**	Demonstrate the use of different shots types, sizes and angles Demonstrate the setting of the Camera ISO Demonstrate the setting of the Camera Shutter Speed Demonstrate the setting of the Camera aperture Demonstrate the combined settings of ISO, Aperture and Shutter speed for exposure in cinematography Demonstrate how different Lenses (Focal Points) determines focus Identify different camera movement Demonstrate different camera movement with equipment
Sound Recording Equipment & Setup **CCM 211**	Identify the best microphone for different recording situations Demonstrate basic handling and positioning of different microphones. Record and monitor a one minute audio using different types of microphones Playback and analyse the above recordings Connect and set up an external recorder with a microphone. Adjust basic audio settings (gain, recording format) on an external recorder. Carry out an in-camera and an external audio recording and compare Demonstrate how to attach and conceal a lavalier microphone for clear audio and record. Demonstrate how to position a microphone correctly for dialogue recording and record Carry out the setup of a handheld microphone for interviews and record Playback and analyse the recordings above Apply basic soundproofing techniques to reduce background noise and record. Demonstrate how to use reflectors and absorbers to improve audio and record Demonstrate the role of a sound mixer in controlling multiple audio sources in sound recording. Conduct a basic sound test and set audio levels Demonstrate how to solve common audio issues before and while recording. Demonstrate the Use of headphones, and peak meters to monitor audio while recording.
Sound in Video Production **CCM 212**	Demonstrate using a video without sound and then with sound and ask students which one is better. Illustrate examples of sound in movies, vlogs, news, and social media videos. Identify different types of sound in videos Conduct the recording of a short dialogue

	Add background music and sound effects to the above recording Identify the music use in a video and mood it sets Conduct the matching different types of music to video clips.
Cinematography Techniques II **CCM 213**	Develop a shot list or storyboard that ensures sufficient coverage for a given scene. Demonstrate the following in a recording: - Continuity - Screen Directing - Engagement - Coherence 180-Degree Rule Analyze the recording above : - Strengths - Weaknesses Demonstrate the use of colour contrast to create visual impact. Analyse Color in video production above Analyse down color usage in well-known film scenes Frame subjects using the rule of thirds to create balanced and visually appealing shots Use lines within a scene to guide the viewer's eye toward important subjects. Apply Framing Techniques – Incorporate natural frames (windows, doors, objects) to add depth and focus. Demonstrate the use of symmetry for stability and asymmetry for dynamic energy. Demonstrate the Control of Depth of field using: - Foreground, - Midground - Background Demonstrate Basic Lighting set-up for a Scene using available or artificial light. Test different light placements to see their effect on mood and subjects - Top - Side - Below - Back Practice the troubleshooting common lighting issues
Introduction to Scriptwriting **CCM 221**	Narrate a story Illustrate different types of storytelling using audio-visuals Identify the following characters in a sample film:

	• Static
	• Dynamic
	• Protagonist,
	• Antagonist
	• Supporting characters
	Write a story using three act structure
	Analyse a script showing the three act structure and script format
	Interpret a story into a script format

Picture Print and Finishing
 	
CCM 222
	Set up and configure a printer for high-quality prints.
	Demonstrate common printing settings:
	    • Resolution
	    • Paper Type
	    • Print Quality
	Demonstrate how to troubleshoot basic printing issues:
	    • Smudging
	    • Color mismatch
	Illustrate how paper weight (GSM) affects print quality and durability.
	Illustrate how to test different materials for specific printing needs
	Identify software for color calibration, correction and consistency in printing
	Demonstrate how brightness, contrast, and saturation affect print results
	Demonstrate basic color correction techniques to improve print accuracy.
	Illustrate the process of Lamination using audio-visuals
	Demonstrate how to apply simple borders or frames to prints.
	Demonstrate the following finishing techniques:
	    • Glossy Coating
	    • Matte Coating
	Demonstrate how to properly trim and cut prints for a clean look.
	Demonstrate how to apply simple borders or frames to prints.
	Demonstrate creative DIY ways to display prints using these mounting options:
	    • Foam board
	    • Canvas
	    • Adhesive backing

Sound Processing and Effects **CCM 231**	Demonstrate sound processing with audio editing software Differentiate between raw audio clip and a processed version Demonstrate noise reduction in an audio clip processing Demonstrate how adjusting bass or treble improves sound quality Demonstrate volume adjustment in a simple audio editing software Identify sound effect from a movie scene. Identify how sound effects add drama, excitement, or realism. Create original sound effects Identify common mistakes in sound processing Troubleshoot common mistakes in sound processing
Introduction to Script Interpretation **CCM 232**	Recognize: - Scene headings - Character descriptions - Action lines - Dialogue Analyse how a script's theme and tone influence visual storytelling and direction. Identify subtext, emotions, and action details that guide cinematography and performance Analyse a sample script into a visual plan, considering framing, movement, and pacing Analyse a character from a short script or any relevant literature Breakdown a scene from a script Film a short scene while following the scene analysis
Introduction to Video editing **CCM 311**	Demonstrate how to use Editing Software Carry out: - Importing footage - Organizing clips - Cutting - Adding effects Show a video on cutting and sequencing Demonstrate how to cut and sequence footage for smooth storytelling Apply Basic Transitions to create seamless scene changes: - Cuts - Fades - Dissolves etc. Identify different cut types:

	• Jump cuts • Match cuts • L-cuts • J-cuts Experiment with the synchronization of sound and matching cut Watch a video on how to adjust the following: • Exposure • Contrast • Balance • Highlights • Shadows • Midtones • Temperature Carry out editing of a video Analyse the project for inconsistencies, missing clips, or sound issues. Apply Basic Color Correction and Grading Illustrate how to set resolution, frame rate, and bitrate for export Carry out exports for TV, film and online content.
Industry Standards and Practices in Creative Media **CCM 321**	Illustrate standard resolutions with visual examples Carry out standard framing of shots Compare handheld shaky footage vs. tripod-stabilized footage. Analyse handheld shaky footage vs. tripod-stabilized footage. Identify dynamic ranges of still photography cameras Illustrate with examples of photographs used in different industries e.g., magazine covers, news. Illustrate how lighting affects image quality. Conduct a photography session—with good lighting and poor lighting Compare the photographs above Identify standard microphones for different recording needs Illustrate with visuals standard practices of audio and visual synchronization Compare between original and stolen contents Create short content and add credits: • Photo • Video • Audio

	Visit a: • Film production set • TV and radio station
Data Management and Workflow in Creative Media **CCM 331**	Identify types and classes of storage devices Illustrate with pictures an example of an unorganised vs. well-organised file folder. Carry out a standard file organization Upload a file to a cloud storage Illustrate how RAW files store more details but take up more space than JPEG files. Compare RAW and JPEG files Illustrate an example of good file naming Demonstrate how to organize photos by: • Date • Event • Project. Demonstrate how video editors organize files into folders e.g.: • RAW pictures/footages • Edited clips • Sound files • Graphics and effects • Images • Notes • Subtitles Demonstrate good and bad naming of sound files Demonstrate how sound engineers arrange files into folders: • RAW • Processed • Sound effects • Music • ADR Illustrate with an organogram the workflow of pre-production, production and post-production Identify tools used to manage workflow in creative projects

CONTENT CREATION PRODUCTION CRAFT PRACTICE
LIST OF MINIMUM TOOLS/LABORATORY/WORKSHOP

s/no		
1	Glove	
	• Plastic Gloves	Assorted
	• Friction Gloves	Assorted
2	Tool Box (With tools)	
	• Trimmers/ Scissors	Assorted
	• Pliers	Assorted
	• Nails	Assorted
	• Hammer	Assorted
	• Screwdrivers	Assorted
	• Allen (alignment) Keys	Assorted
	• Super Glue	Assorted
	• Duct Tapes	Assorted
	• Masking (Paper) Tapes	Assorted
3	Extension Board/Cables	Assorted
4	Writing Board & Markers	2
5	Textbooks	Assorted
6	Internet Connection	
7	Film Strips (Analogue)	Assorted
8	Film materials (For Print)	Assorted
9	Paper for prints	
	• Glossy	Assorted
	• Matte	Assorted
	• A3	Assorted
	• A4	Assorted
10	Foam Board	Assorted
11	Canvas Material	Assorted

CONTENT CREATION PRODUCTION CRAFT PRACTICE
LIST OF MINIMUM EQUIPMENT/LABORATORY/WORKSHOP

S/NO	Equipment	Quantity
GENERAL EQUIPMENT		
1	Hard Drives	3
2	Memory Card	4
3	Smartphone	Assorted
4	Scriptwriting software	Assorted
5	Computers	Assorted
6	Projectors	1
PHOTOGRAPHY AND CINEMATOGRAPHY EQUIPMENT		
1	Camera	
	• DSLR Camera	3
	• Analogue Camera	2
	• Studio HD Cam	3
2	Film Processing Chemical and Apparatus	Assorted
3	Lenses	
	• Zoom Lens	Assorted
	• Prime Lens	Assorted
4	Camera Tripods	3
5	Camera battery	Assorted
6	Sandbags	4
7	Clamps	Assorted
8	HMI	Assorted
9	Tungsten	Assorted
10	LED Lights	Assorted
11	Reflectors	2
12	Diffusers	3
13	Soft-box	3
14	Computer system	Assorted
15	Photo-Editing software	Assorted
16	Video –Editing software	Assorted
17	Picture Printer : • InkJet	2

	• LaserJet	
18	Printing materials	
	• Glossy Paper	Assorted
	• Matte Paper	Assorted
	• Cardstock Paper	Assorted
	• Photo Paper	Assorted
19	Print Mounting Options • Foam Board • Canvas • Adhesive Backing	Assorted
20	Lamination Machine	2
SOUND EQUIPMENT		
1	Sound recording devices: • Sound recorder • Sound mixer • Sound cables and plugs	Assorted
2	Microphone (with transmitter)	
	• Shotgun	2
	• Lavalier	3
	• Handheld	2
	• Omnidirectional	2
	• Unidirectional	2
	• Bi-directional	2
3	Playback devices	2
4	Headphones	Assorted
5	Audio editing software	Assorted

NATIONAL CURRICULLUM DEVELOPMENT WORKSHOP
PARTICIPANTS LIST

S/N	NAME OF PARTICIPANTS	ADDRESS	E-MAIL
1.	Tobi A. Daniels	Wassh Productions, No1, Suite 1 Mogadishu Layout, Kaduna	Tobsdaniel0@gmail.com
2.	Tyem Nanko Nannim	Wassh Productions, No1, Suite 1 Mogadishu Layout, Kaduna	Precioustyem@gmail.com Kokofilms01@gmail.com
3.	Prof. Idris Muhammad Bugaje	Executive Secretary NBTE Kaduna	
4.	Dr. Musa Hatim Koko	Director, Curriculum Development Department	hatimlion@gmail.com
5.	Engr. Suleiman M, Yusuf	Ag. Director VT&SD NBTE Kaduna	husainihm@gmail.com
6.	Tukur Tahir Mahmud	NBTE, Kaduna	teekaytaheer@gmail.com

LIST OF PARTICIPANTS FINAL CRITIQUE

S/N	NAME OF PARTICIPANTS	ADDRESS	E-MAIL
1.	Tobi A. Daniels	Wassh Productions, No1, Suite 1 Mogadishu Layout, Kaduna	Tobsdaniel0@gmail.com
2.	Tyem Nanko Nannim	Wassh Productions, No1, Suite 1 Mogadishu Layout, Kaduna	Precioustyem@gmail.com Kokofilms01@gmail.com
3.	Prof. Idris Muhammad Bugaje	Executive Secretary NBTE Kaduna	
4.	Dr. Musa Hatim Koko	Director, Curriculum Development Department	hatimlion@gmail.com
5.	Husaini H. Muhammad	Ag. Director VT&SD NBTE Kaduna	husainihm@gmail.com
6.	Zainab Abubakar Atiku	NBTE, Kaduna	atikuazainab@gmail.com

World Bank – National Board
for Technical Education, Nigeria
Project on Innovation Development
and Effectiveness in the Acquisition
of Skills (IDEAS)

Plot B, Bida Road, PMB 2239, Kaduna
ideasworldbankproject@nbte.gov.ng
Tel: +234 (0) 802 4728 042