

Qualification Pack



Actor

QP Code: MES/Q0105

Version: 1.0

NSQF Level: 4

Media & Entertainment Skills Council || Commercial premises No Ja522, 5th Floor, DLF Tower A, Jasola,
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Qualification Pack

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MES/Q0105: Actor

Brief Job Description

The individual will portray the assigned character in a feature or short film, TV series, web series, in a television, advertisement, stage in theme parks and theatrical presentation, under the guidance of the production director.

Personal Attributes

This job requires the individual to understand the full range of human emotions and interaction to portray a character in a filmed or live entertainment program. The person should have patience, good communication skills, ability to adapt to different situations, capability of understanding instructions and to work well as part of a team. He/she must also be physically fit. The person should also keep himself/herself updated about current events to inform the people on latest issues, wherever desired.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [MES/N0104: Maintain workplace health and safety](#)
2. [MES/N0105: Recognize the character to be portrayed](#)
3. [MES/N0106: Perform acting](#)
4. [MES/N0107: Develop and maintain portfolio](#)

Qualification Pack (QP) Parameters

| | |
|---|--------------------------------------|
| Sector | Media & Entertainment |
| Sub-Sector | Film, Television, Radio, Advertising |
| Occupation | Acting |
| Country | India |
| NSQF Level | 4 |
| Aligned to NCO/ISCO/ISIC Code | NCO 2015/2655.0100 |
| Minimum Educational Qualification & Experience | 10th Class |



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|--|--------------------|
| Minimum Level of Education for Training in School | 10th Class |
| Pre-Requisite License or Training | NA |
| Minimum Job Entry Age | 16 Years |
| Last Reviewed On | 16/01/2019 |
| Next Review Date | 31/03/2022 |
| NSQC Approval Date | 22/08/2019 |
| Version | 1.0 |
| Reference code on NQR | 2019/ME/MESC/03417 |
| NQR Version | 1.0 |

Qualification Pack

MES/N0104: Maintain Workplace Health & Safety

Description

This OS unit is about contributing towards maintaining a healthy, safe and secure working environment

Scope

This unit/task covers the following:

- Understanding the health, safety and security risks prevalent in the workplace
- knowing the people responsible for health and safety and the resources available
- identifying and reporting risks
- complying with procedures in the event of an emergency

Elements and Performance Criteria

Understanding the health, safety and security risks prevalent in the workplace

To be competent, the user/individual on the job must be able to:

- PC1.** understand and comply with the organizations current health, safety and security policies and procedures
- PC2.** understand the safe working practices pertaining to own occupation
- PC3.** understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises
- PC4.** participate in organization health and safety knowledge sessions and drills

Knowing the people responsible for health and safety and the resources available

To be competent, the user/individual on the job must be able to:

- PC5.** identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency
- PC6.** identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms

Identifying and reporting risks

To be competent, the user/individual on the job must be able to:

- PC7.** identify aspects of your workplace that could cause potential risk to own and others health and safety
- PC8.** ensure own personal health and safety, and that of others in the workplace through precautionary measures
- PC9.** identify and recommend opportunities for improving health, safety, and security to the designated person
- PC10.** report any hazards outside the individuals authority to the relevant person in line with organizational procedures and warn other people who may be affected

Complying with procedures in the event of an emergency

To be competent, the user/individual on the job must be able to:

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- PC11.** follow organizations emergency procedures for accidents, fires or any other natural calamity in case of a hazard
- PC12.** identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individuals authority

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Organizations norms and policies relating to health and safety
- KU2.** Government norms and policies regarding health and safety and related emergency procedures
- KU3.** Limits of authority while dealing with risks/ hazards
- KU4.** The importance of maintaining high standards of health and safety at a workplace
- KU5.** The different types of health and safety hazards in a workplace
- KU6.** Safe working practices for own job role
- KU7.** Evacuation procedures and other arrangements for handling risks
- KU8.** Names and contact numbers of people responsible for health and safety in a workplace
- KU9.** How to summon medical assistance and the emergency services, where necessary
- KU10.** Vendors or manufacturers instructions for maintaining health and safety while using equipment, systems and/or machines

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** how to write and provide feedback regarding health and safety to the concerned people
- GS2.** how to write and highlight potential risks or report a hazard to the concerned people
- GS3.** read instructions, policies, procedures and norms relating to health and safety
- GS4.** highlight potential risks and report hazards to the designated people
- GS5.** listen and communicate information with all anyone concerned or affected
- GS6.** make decisions on a suitable course of action or plan
- GS7.** plan and organize people and resources to deal with risks/ hazards that lie within the scope of ones individual authority
- GS8.** apply problem solving approaches in different situations
- GS9.** understand hazards that fall within the scope of individual authority and report all hazards that may supersede ones authority
- GS10.** apply balanced judgments in different situations
- GS11.** How to write and provide feedback regarding health and safety to the concerned people
- GS12.** How to write and highlight potential risks or report a hazard to the concerned people
- GS13.** Read instructions, policies, procedures and norms relating to health and safety
- GS14.** Highlight potential risks and report hazards to the designated people
- GS15.** Listen and communicate information with all anyone concerned or affected



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- GS16.** Make decisions on a suitable course of action or plan
- GS17.** Plan and organize people and resources to deal with risks/ hazards that lie within the scope of ones individual authority
- GS18.** Apply problem solving approaches in different situations
- GS19.** build and maintain positive and effective relationships with colleges and customers
- GS20.** analyze data and activites
- GS21.** Understand hazards that fall within the scope of individual authority and report all hazards that may supersede ones authority
- GS22.** Apply balanced judgments in different situations

Assessment Criteria

| Assessment Criteria for Outcomes | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Understanding the health, safety and security risks prevalent in the workplace</i> | 15 | 15 | - | - |
| PC1. understand and comply with the organizations current health, safety and security policies and procedures | 5 | 5 | - | - |
| PC2. understand the safe working practices pertaining to own occupation | 5 | 5 | - | - |
| PC3. understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises | 3 | 2 | - | - |
| PC4. participate in organization health and safety knowledge sessions and drills | 2 | 3 | - | - |
| <i>Knowing the people responsible for health and safety and the resources available</i> | 10 | 10 | - | - |
| PC5. identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency | 5 | 5 | - | - |
| PC6. identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms | 5 | 5 | - | - |
| <i>Identifying and reporting risks</i> | 18 | 17 | - | - |
| PC7. identify aspects of your workplace that could cause potential risk to own and others health and safety | 5 | 5 | - | - |
| PC8. ensure own personal health and safety, and that of others in the workplace through precautionary measures | 5 | 5 | - | - |
| PC9. identify and recommend opportunities for improving health, safety, and security to the designated person | 3 | 2 | - | - |

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| Assessment Criteria for Outcomes | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| PC10. report any hazards outside the individuals authority to the relevant person in line with organizational procedures and warn other people who may be affected | 5 | 5 | - | - |
| <i>Complying with procedures in the event of an emergency</i> | 7 | 8 | - | - |
| PC11. follow organizations emergency procedures for accidents, fires or any other natural calamity in case of a hazard | 5 | 5 | - | - |
| PC12. identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individuals authority | 2 | 3 | - | - |
| NOS Total | 50 | 50 | - | - |

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National Occupational Standards (NOS) Parameters

| | |
|----------------------------|---|
| NOS Code | MES/N0104 |
| NOS Name | Maintain Workplace Health & Safety |
| Sector | Media & Entertainment |
| Sub-Sector | Film, Television, Animation, Gaming, Radio, Advertising |
| Occupation | Ad sales/Account Management/Scheduling/Traffic |
| NSQF Level | 5 |
| Credits | TBD |
| Version | 1.0 |
| Last Reviewed Date | 02/06/2014 |
| Next Review Date | 31/03/2022 |
| NSQC Clearance Date | 28/09/2015 |

Qualification Pack

MES/N0105: Recognize the character to be portrayed

Description

This unit is about recognizing the character to be portrayed as per the script or demand for a film or TV series or theater

Scope

This unit/task covers:

- Interpret and research on the character roles
- Experiencing acting as an art
- Voice modulation, body movement, improvisation

Elements and Performance Criteria

Interpret the character roles

To be competent, the user/individual on the job must be able to:

- PC1.** identify the character as per the script
- PC2.** conduct research on characteristic behaviors for the assigned role
- PC3.** express a wide emotional range and act/react believably with other actors as per the demand of the script
- PC4.** memorise the lines (dialogues) and character activities according to the script or Directors instructions

Experiencing acting as an art

To be competent, the user/individual on the job must be able to:

- PC5.** work and rehearse with other actors using background of the role in an artform under the supervision of the Director to fulfill his/her vision
- PC6.** analyze the character background to portray similar role as desired
- PC7.** create similar expression and dialogue of a character as per the demand of the scene

Voice modulation, body movement, improvisation

To be competent, the user/individual on the job must be able to:

- PC8.** portray the character as its emotional and story arcs progresses, even if scenes are shot out of the story's time sequence
- PC9.** scale a performance in accordance with the frame of the shot, controlling movement, gesture, voice levels, emotional intensity and energy levels.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** vision of the creative team (Scriptwriter, Director, Production Designer among others)
- KU2.** history, background and motivation of a character within the framework of the script

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- KU3.** theory and techniques required to compose, produce, and perform works of music, dance, visual arts, drama, and sculpture.
- KU4.** media production, communication, and dissemination techniques and methods, including alternative ways to inform and entertain via written, oral, and visual media
- KU5.** human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.
- KU6.** principles and processes for providing customer and personal services, including audians needs assessment, meeting quality standards for services, and evaluation of customer satisfaction
- KU7.** background of the fictional character to be portrayed, including life history and motivation
- KU8.** consumer tastes and changes in the demand
- KU9.** the setup and process of a film or stage production, whether studio set or location, indoors or outdoors, with regard to cameras, lighting, set furniture and props
- KU10.** the responsibility of each person on the production as they affect his/her professional manner and performance
- KU11.** being familiar with hitting the mark, catching the light, and other technicalities

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** read and study the script and remember lines and activities of the character portrayed
- GS2.** be comfortable and fluent in interactions with other actors, with objects, with costumes, adornment and make-up artists.
- GS3.** gain control of breathing technique and enhance their capacities, to find their voice, and then to develop its range, pitch, timbre, and to place it in different registers.
- GS4.** improvising to act similar to different character roles (historical, petriotic etc.)
- GS5.** plan, prepare and practice performance in accordance with the role.
- GS6.** foresee any problems with the successful execution of the role and resolve them proactively
- GS7.** critically appraise quality of own performance to identify issues
- GS8.** finalize the final style of modulation for the performanc
- GS9.** assess if the role meets his/her capabilities and skill-sets
- GS10.** check that their own work meets customer/project requirements

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Assessment Criteria

| Assessment Criteria for Outcomes | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Interpret the character roles</i> | 12 | 28 | - | - |
| PC1. identify the character as per the script | 3 | 7 | - | - |
| PC2. conduct research on characteristic behaviors for the assigned role | 3 | 7 | - | - |
| PC3. express a wide emotional range and act/react believably with other actors as per the demand of the script | 3 | 7 | - | - |
| PC4. memorise the lines (dialogues) and character activities according to the script or Directors instructions | 3 | 7 | - | - |
| <i>Experiencing acting as an art</i> | 11 | 24 | - | - |
| PC5. work and rehearse with other actors using background of the role in an artform under the supervision of the Director to fulfill his/her vision | 5 | 10 | - | - |
| PC6. analyze the character background to portray similar role as desired | 3 | 7 | - | - |
| PC7. create similar expression and dialogue of a character as per the demand of the scene | 3 | 7 | - | - |
| <i>Voice modulation, body movement, improvisation</i> | 8 | 17 | - | - |
| PC8. portray the character as its emotional and story arcs progresses, even if scenes are shot out of the storys time sequence | 3 | 7 | - | - |
| PC9. scale a performance in accordance with the frame of the shot, controlling movement, gesture, voice levels, emotional intensity and energy levels. | 5 | 10 | - | - |
| NOS Total | 31 | 69 | - | - |

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National Occupational Standards (NOS) Parameters

| | |
|---------------------------|---|
| NOS Code | MES/N0105 |
| NOS Name | Recognize the character to be portrayed |
| Sector | Media & Entertainment |
| Sub-Sector | Film, Television, Radio, Advertising |
| Occupation | Acting |
| NSQF Level | 4 |
| Credits | TBD |
| Version | 1.0 |
| Last Reviewed Date | 16/01/2019 |
| Next Review Date | 15/01/2022 |

Qualification Pack

MES/N0106: Perform acting

Description

This unit is about performing for TV shoot / film or live performance as an actor in a leading role or role of any character

Scope

This unit/task covers the following:

- Perform to act as a specific character
- Interpret roles of co-workers

Elements and Performance Criteria

Perform to act as a specific character

To be competent, the user/individual on the job must be able to:

- PC1.** attend auditions and casting calls in order to give audition for roles
- PC2.** memorize the script and dialogues
- PC3.** support the co-actor(s) in regular rehearsal and practice.
- PC4.** analyse the vision of the creative team (Scriptwriter, Director, Production Designer among others)
- PC5.** act as per given instructions of the Director and in sequence of shout count
- PC6.** performing physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials.
- PC7.** performing for people or dealing directly with the public, including serving customers in restaurants and stores, and receiving clients or guests

Interpret roles of co-workers

To be competent, the user/individual on the job must be able to:

- PC8.** analyze the place of the character portrayed within the framework of the story as per the script (both for themselves and co-actor)
- PC9.** act as per the scene demand and display the characters purpose / role to be played
- PC10.** collaborate with other actors as part of an ensemble

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** producing company and content of the script.
- KU2.** industry personnel and terminology, interview, audition and screen test processes and the role of casting agents, contracts, payments, insurance.
- KU3.** the role of marketing and distribution in ensuring a films chances of commercial success, including the actors involvement in live, on line and print promotion

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- KU4.** the technical arrangements and equipment for a film shoot, whether studio set or location, indoors or outdoors, with regard to cameras, lighting, set furniture and props, costumes and makeup.
- KU5.** the responsibility of each person on the shoot as they affect his / her performance.
- KU6.** the process of dubbing and voice-over work
- KU7.** performance in a local language when required

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** read and study the script and remember lines and actions of the character portrayed
- GS2.** understand the creative vision of the Director/ Script writer and Producer, as appropriate
- GS3.** take suggestions from the Director to effectively portray the character.
- GS4.** respect and consult other actors on the set to ensure each is helping to create their best performance according to the Directors vision
- GS5.** improvise speech and activity when necessary during auditions, rehearsal and filming or stage presentation
- GS6.** plan, prepare and practice performance in accordance with the role being auditioned for
- GS7.** work on the areas of improvement identified/highlighted by auditions
- GS8.** assess if the role meets his/her capabilities and skill-sets
- GS9.** critically appraise quality of own performance to identify issues
- GS10.** check that their own work meets customer/project requirements

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Assessment Criteria

| Assessment Criteria for Outcomes | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Perform to act as a specific character</i> | 21 | 49 | - | - |
| PC1. attend auditions and casting calls in order to give audition for roles | 3 | 7 | - | - |
| PC2. memorize the script and dialogues | 3 | 7 | - | - |
| PC3. support the co-actor(s) in regular rehearsal and practice. | 3 | 7 | - | - |
| PC4. analyse the vision of the creative team (Scriptwriter, Director, Production Designer among others | 3 | 7 | - | - |
| PC5. act as per given instructions of the Director and in sequence of shout count | 3 | 7 | - | - |
| PC6. performing physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials. | 3 | 7 | - | - |
| PC7. performing for people or dealing directly with the public, including serving customers in restaurants and stores, and receiving clients or guests | 3 | 7 | - | - |
| <i>Interpret roles of co-workers</i> | 9 | 21 | - | - |
| PC8. analyze the place of the character portrayed within the framework of the story as per the script (both for themselves and co-actor) | 3 | 7 | - | - |
| PC9. act as per the scene demand and display the characters purpose / role to be played | 3 | 7 | - | - |
| PC10. collaborate with other actors as part of an ensemble | 3 | 7 | - | - |
| NOS Total | 30 | 70 | - | - |

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National Occupational Standards (NOS) Parameters

| | |
|----------------------------|--------------------------------------|
| NOS Code | MES/N0106 |
| NOS Name | Perform acting |
| Sector | Media & Entertainment |
| Sub-Sector | Film, Television, Radio, Advertising |
| Occupation | Acting |
| NSQF Level | 4 |
| Credits | TBD |
| Version | 1.0 |
| Last Reviewed Date | 16/01/2019 |
| Next Review Date | 31/03/2022 |
| NSQC Clearance Date | 22/08/2019 |

Qualification Pack

MES/N0107: Develop and maintain portfolio

Description

This unit is about exploring the opportunity to work in media & entertainment industry as artistic professional.

Scope

This unit/task covers the following:

- Create portfolio
- Approach industry to avail opportunities

Elements and Performance Criteria

Create portfolio

To be competent, the user/individual on the job must be able to:

- PC1.** prepare portfolio, recording, show reel, etc.,
- PC2.** choose best headshots and performance shots to showcase
- PC3.** create unique portfolio which speaks to a range of audiences
- PC4.** apply social media network like youtube / linkedin for promotional purposes

Approach industry to avail opportunities

To be competent, the user/individual on the job must be able to:

- PC5.** promote themselves through networking
- PC6.** approach associations for becoming a member
- PC7.** approach clients (producers /casting directors / dance director etc.) in a professional manner
- PC8.** be on time and in suggested dress for audition / presentation
- PC9.** be ready to cold-read as per project requirement(s) in line with the expertise
- PC10.** be ready for presentation /screen test, voice test etc., wherever required during audition/interviewing
- PC11.** negotiate for remuneration of contract / work order aligned with the assignments
- PC12.** recognize common components of an assignment contract including term and duration of project
- PC13.** collaborate with others to determine technical details of production

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** brand value of the business /production houses
- KU2.** relevant designing / distribution policy of India
- KU3.** relevant guidelines defined by Government like broadcasting guideline of Ministry of Information and Broadcasting

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- KU4.** legal framework pertaining to design, film, television etc.
- KU5.** how to familiarize with the content of the assignments (design /script etc.)
- KU6.** industry personnel and terminology, interview, audition and screen test processes and the role of agents, contracts, payments, insurance.
- KU7.** how to negotiate a professional contract for his services, including an understanding of payments, taxation, convergence rate and other legal matters
- KU8.** about the risk involved in getting work orders in case of freelancing
- KU9.** how to update of portfolio in line with change in technology vs increase in experience.
- KU10.** relevant industry association / forum whom individual will approach while in professional trouble
- KU11.** role of marketing and distribution in ensuring the chances of commercial success, including the role of individuals involvement
- KU12.** principles and methods for showing, promoting, and selling products or services, including, marketing strategy and tactics, product demonstration, sales techniques, and sales control systems.
- KU13.** arrangements and equipment for a design / shoot, whether lab or studio set or location, indoors or outdoors, with regard to set, premises, cameras, lighting, set furniture and props, costumes and makeup.
- KU14.** business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources
- KU15.** media production, communication, and dissemination techniques and methods, including alternative ways to inform and entertain via written, oral, and visual media.
- KU16.** principles and methods for showing, promoting, and selling products or services. This includes marketing strategy and tactics, product demonstration, sales techniques, and sales control systems.
- KU17.** responsibility of each person on the production floor as they affect the individual performance.
- KU18.** process of dubbing and voice-over work etc. wherever applicable
- KU19.** performance in a local language when required

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** read and study the assignments and remember lines and actions of the task performed / character portrayed
- GS2.** be patient while designing / costuming, makeup and other preparatory work suited the profile for the test
- GS3.** take suggestions from the client to effectively perform the task / portray the character.
- GS4.** respect and consult with other associates on the production floor to ensure each is helping to create their best performances according to the clients vision
- GS5.** developing constructive and cooperative working relationships with others, and maintaining them

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- GS6.** understand the creative vision of the clients (Director/ Script writer and Producer) as appropriate
- GS7.** improvise speech and activity when necessary during performance
- GS8.** ability to communicate information and ideas in speaking so others will understand
- GS9.** ability to communicate information and ideas in speaking so others will understand
- GS10.** ability to listen to and understand information and ideas presented through spoken words and sentences
- GS11.** decide on whether to opt for work order or not
- GS12.** plan, prepare and practice performance in accordance to the role being assigned for
- GS13.** work on the areas of improvement identified/highlighted in line with the contract / assignments
- GS14.** assess if the role meets his/her capabilities and skill-sets
- GS15.** critically appraise quality of own performance to identify issues
- GS16.** check that your own work meets customer/project requirements

Assessment Criteria

| Assessment Criteria for Outcomes | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Create portfolio</i> | 8 | 24 | - | - |
| PC1. prepare portfolio, recording, show reel, etc., | 2 | 6 | - | - |
| PC2. choose best headshots and performance shots to showcase | 2 | 6 | - | - |
| PC3. create unique portfolio which speaks to a range of audiences | 2 | 6 | - | - |
| PC4. apply social media network like youtube / linkedin for promotional purposes | 2 | 6 | - | - |
| <i>Approach industry to avail opportunities</i> | 18 | 50 | - | - |
| PC5. promote themselves through networking | 2 | 6 | - | - |
| PC6. approach associations for becoming a member | 2 | 6 | - | - |
| PC7. approach clients (producers /casting directors / dance director etc.) in a professional manner | 2 | 6 | - | - |
| PC8. be on time and in suggested dress for audition / presentation | 2 | 6 | - | - |
| PC9. be ready to cold-read as per project requirement(s) in line with the expertise | 2 | 6 | - | - |
| PC10. be ready for presentation /screen test, voice test etc., wherever required during audition/interviewing | 2 | 6 | - | - |
| PC11. negotiate for remuneration of contract / work order aligned with the assignments | 2 | 4 | - | - |
| PC12. recognize common components of an assignment contract including term and duration of project | 2 | 6 | - | - |
| PC13. collaborate with others to determine technical details of production | 2 | 4 | - | - |
| NOS Total | 26 | 74 | - | - |

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National Occupational Standards (NOS) Parameters

| | |
|---------------------------|--------------------------------------|
| NOS Code | MES/N0107 |
| NOS Name | Develop and maintain portfolio |
| Sector | Media & Entertainment |
| Sub-Sector | Film, Television, Radio, Advertising |
| Occupation | Acting |
| NSQF Level | 4 |
| Credits | TBD |
| Version | 1.0 |
| Last Reviewed Date | 16/01/2019 |
| Next Review Date | 15/01/2022 |

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Element/ Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each Element/ PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
6. To pass the Qualification Pack assessment, every trainee should score the Recommended Pass % aggregate for the QP.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Minimum Aggregate Passing % at QP Level : 70

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(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

Assessment Weightage

Compulsory NOS

| National Occupational Standards | Theory Marks | Practical Marks | Project Marks | Viva Marks | Total Marks | Weightage |
|---|--------------|-----------------|---------------|------------|-------------|------------|
| MES/N0104.Maintain workplace health and safety | 46 | 54 | - | - | 100 | 10 |
| MES/N0105.Recognize the character to be portrayed | 31 | 69 | - | - | 100 | 25 |
| MES/N0106.Perform acting | 30 | 70 | - | - | 100 | 45 |
| MES/N0107.Develop and maintain portfolio | 26 | 74 | - | - | 100 | 20 |
| Total | 133 | 267 | - | - | 400 | 100 |



Acronyms

| | |
|-------------|---|
| NOS | National Occupational Standard(s) |
| NSQF | National Skills Qualifications Framework |
| QP | Qualifications Pack |
| TVET | Technical and Vocational Education and Training |

Qualification Pack

Glossary

| | |
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| Sector | Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests. |
| Sub-sector | Sub-sector is derived from a further breakdown based on the characteristics and interests of its components. |
| Occupation | Occupation is a set of job roles, which perform similar/ related set of functions in an industry. |
| Job role | Job role defines a unique set of functions that together form a unique employment opportunity in an organisation. |
| Occupational Standards (OS) | OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts. |
| Performance Criteria (PC) | Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task. |
| National Occupational Standards (NOS) | NOS are occupational standards which apply uniquely in the Indian context. |
| Qualifications Pack (QP) | QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code. |
| Unit Code | Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N' |
| Unit Title | Unit title gives a clear overall statement about what the incumbent should be able to do. |
| Description | Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for. |
| Scope | Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required. |
| Knowledge and Understanding (KU) | Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard. |

Qualification Pack

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| Organisational Context | Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility. |
| Technical Knowledge | Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities. |
| Core Skills/ Generic Skills (GS) | Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles. |
| Electives | Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives. |
| Options | Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options. |
| VISUAL STYLE | Visual style comprises the look or appearance of the production including the lighting, colours, shadows, sets, costumes, locations and the way they will be captured on screen. |
| CREATIVE BRIEF | Creative brief is a document that captures the key questions that serve as a guide for the production including the vision, objective of the project, target audience, timelines, budgets, milestones, stakeholders etc. |
| SHOOT SCHEDULE | Shoot schedule is a listing of the sequences/shots that need to be captured on each shoot day |
| MULTI CAMERA | Multi-camera is a method of shooting where multiple cameras are used to simultaneously capture different views/images |
| BUDGET | Budget is an estimate of the total cost of production that may include a break-up of cost components |
| TIMELINES | Timelines is a listing of dates by which the production milestones/stages need to be completed |
| CONTINUITY | Continuity represents the seamless transition from one shot to another |
| SCRIPT | Script is a structured narrative of a story |

Qualification Pack

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| SCREENPLAY | Screenplay is the script coupled with key characteristics of the scene and directions for acting |
| POST-PRODUCTION | Post-production is the final finishing phase of the production, where the raw footage is edited, special effects are added, music and sound are integrated, colour correction is done etc. |
| COLOUR GRADING | Colour grading is the process of enhancing and correcting the colours of the final production |
| DIGITAL INTERMEDIATE | Digital intermediate is the process where a film is digitised and the colour and image characteristics are modified |
| RECCE | Recce is a detailed visual and technical assessment of the attributes and suitability of a particular location for the shoot, usually through a personal visit |
| GRIPS | Grips is the department that specialises in mounting the camera on to tripods, dollies, cranes and other platforms for shoots |
| JIB | Jib is a device used for the movement of camera and operates like a see-saw, with the camera at one end and the camera controls at the other |
| LENSES | Lenses are used to capture images and are attached on to the body of the camera |
| FILTERS | Filters are used to alter the properties of light entering the camera lens. They are also used to create a number of special effects |
| DOLLY | Dolly is a platform with wheels on which the camera can be mounted and moved around during the shoots |
| MAGAZINES | Magazines are compartments within a camera that are used to hold the film tape |
| CLAPPER BOARDS | Clapper board is a slate that has information pertaining to each shot, used as a guide to mark shots and aid matching image with sounds |
| FOCUS LENGTH | Focus length is the angle of view from the lens |
| FRAMING | Framing is how the artists, objects, sets, locations etc. are positioned within the camera view for a single shot |
| MASTER SHOT | Also known as a cover shot, this shot is a long sequence that establishes an overview and aids assembly of smaller, closer shots with details |