

R093: Health and safety

During all phases of a media production, any health and safety risks and hazards must be considered. Workers need to be mindful of hazards whether they are working at a computer, using photographic equipment or working on a film or television production.

A location recce is a visit to a location that might be used for photography, filming or recording. The purpose of the visit is:

- To check the safety of the site, that the site is accessible and that permission to use the site can be obtained
- Check sound issues—for example, is there any background noise such as heavy traffic
- Check lighting issues—for example, a large building may block the sun from reaching the location, additional lighting will be required
- Check facilities, such as toilets and parking areas
- Decide which shots and camera movement will work with the location

Detailed notes will be made and a series of photographs will be taken to show the potential location from all angles and times of day from reference. This provides information on the suitability of the location and helps to establish if there are any issues with safety and access that need to be incorporated into a risk assessment.

Anywhere where media people work, including where crew, actors or the public will be affected, must have a risk assessment. This is a document that identifies potential risks, their likelihood, the harm associated with the risk and how each risk will be

Risk Assessment

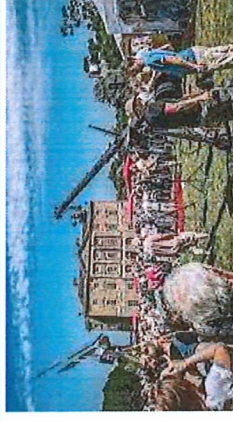
Site Name	Risk-A number
Project	Name
Location	Assistants
Date Assessed	

What hazards have been identified?	What measures have been taken to prevent injury or damage?	Number of people at risk	What additional measures or actions are required?	Who is responsible for action?	R
Using a longboard	Using someone with experience to use this prop	1		Daniel, the main character	3

Keywords

- Recce
- Health and safety
- Risk assessment

Location recce



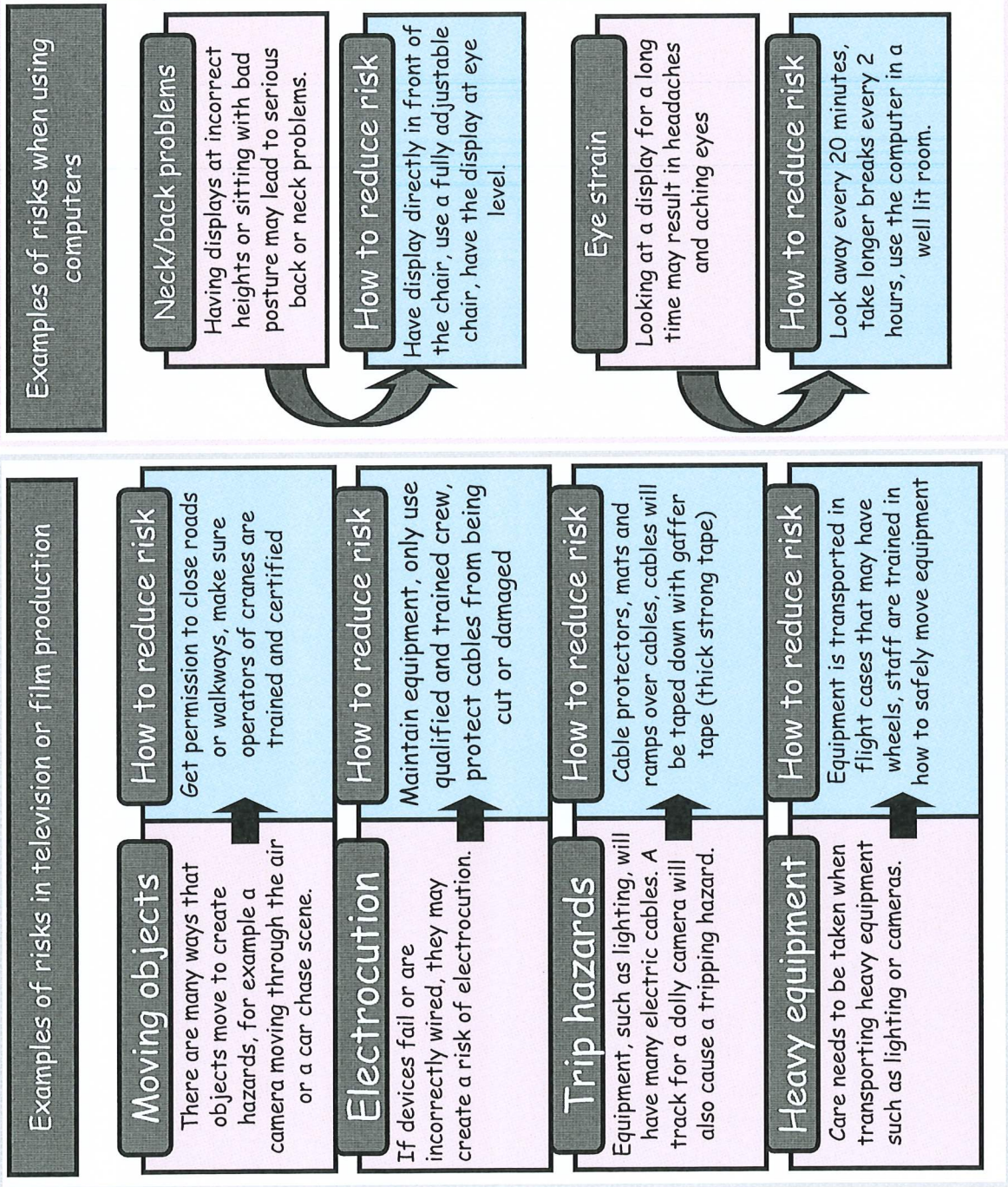
Risk assessment

QR codes



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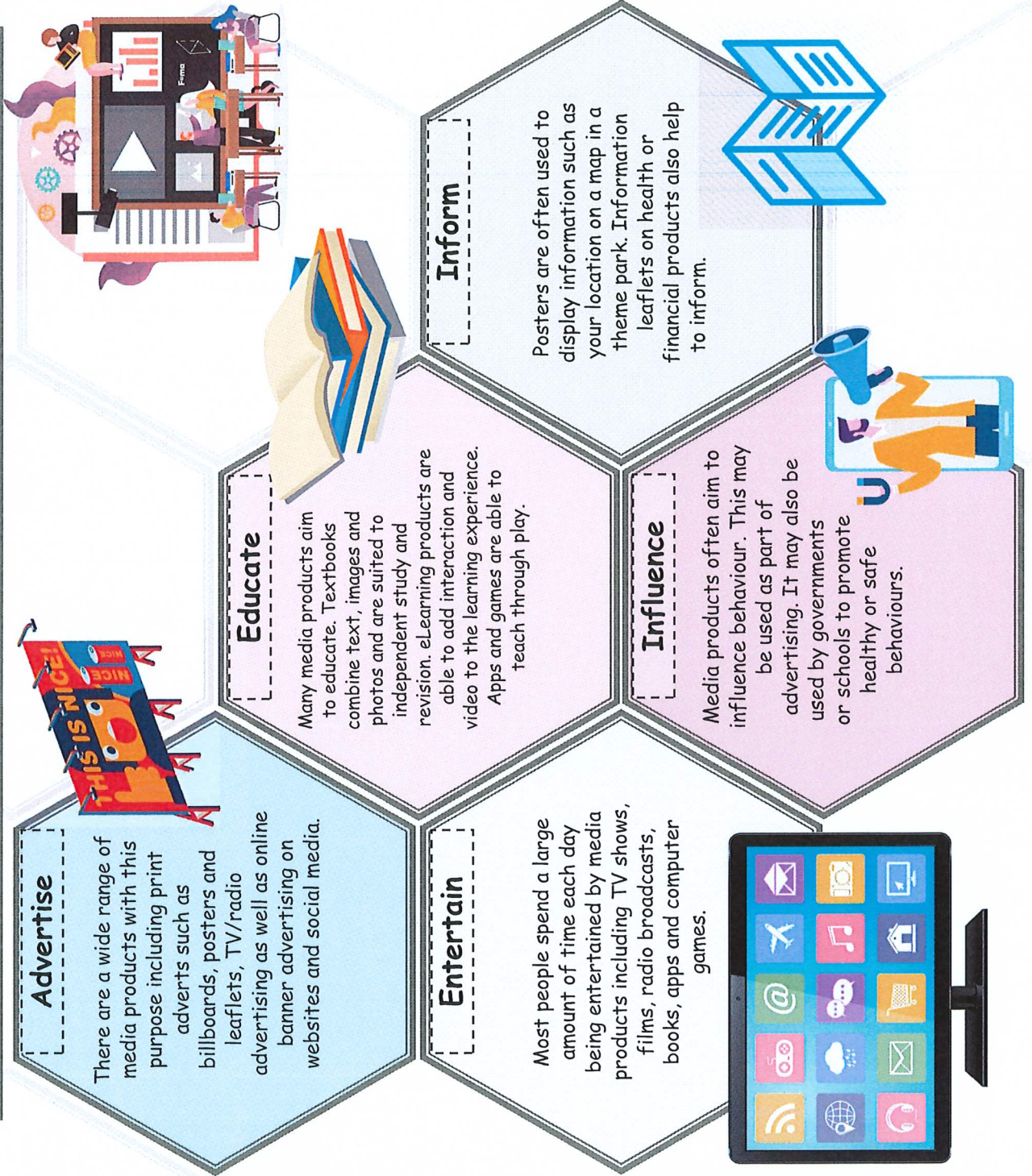
- Health and Safety Act
- Hazard
- Equipment
- Halm
- Reduce
- Risk

QR codes



R093: How style, content and layout are linked to the purpose

A media product usually has a purpose or reason for its development. Some media products will have more than one purpose. The purpose is closely linked to the type of media product.



Keywords

- Purpose
- Advertise
- Entertain
- Educate
- Inform
- Influence

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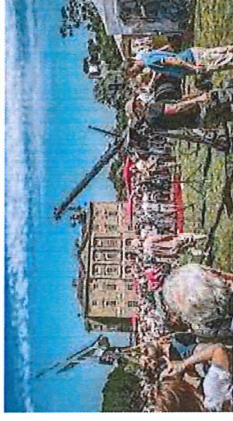
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Project	Name
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What hazards have been identified?	What are the potential injuries or damage?	What measures have been taken to prevent injury or damage?	Number of people at risk	What additional measures or actions are required?	Who is responsible for action?
Using a longboard	Severity (1, 2 or 3) 2, falling off board	Using someone with experience to use this prop	1		Daniel, the main character

Keywords

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Location recce



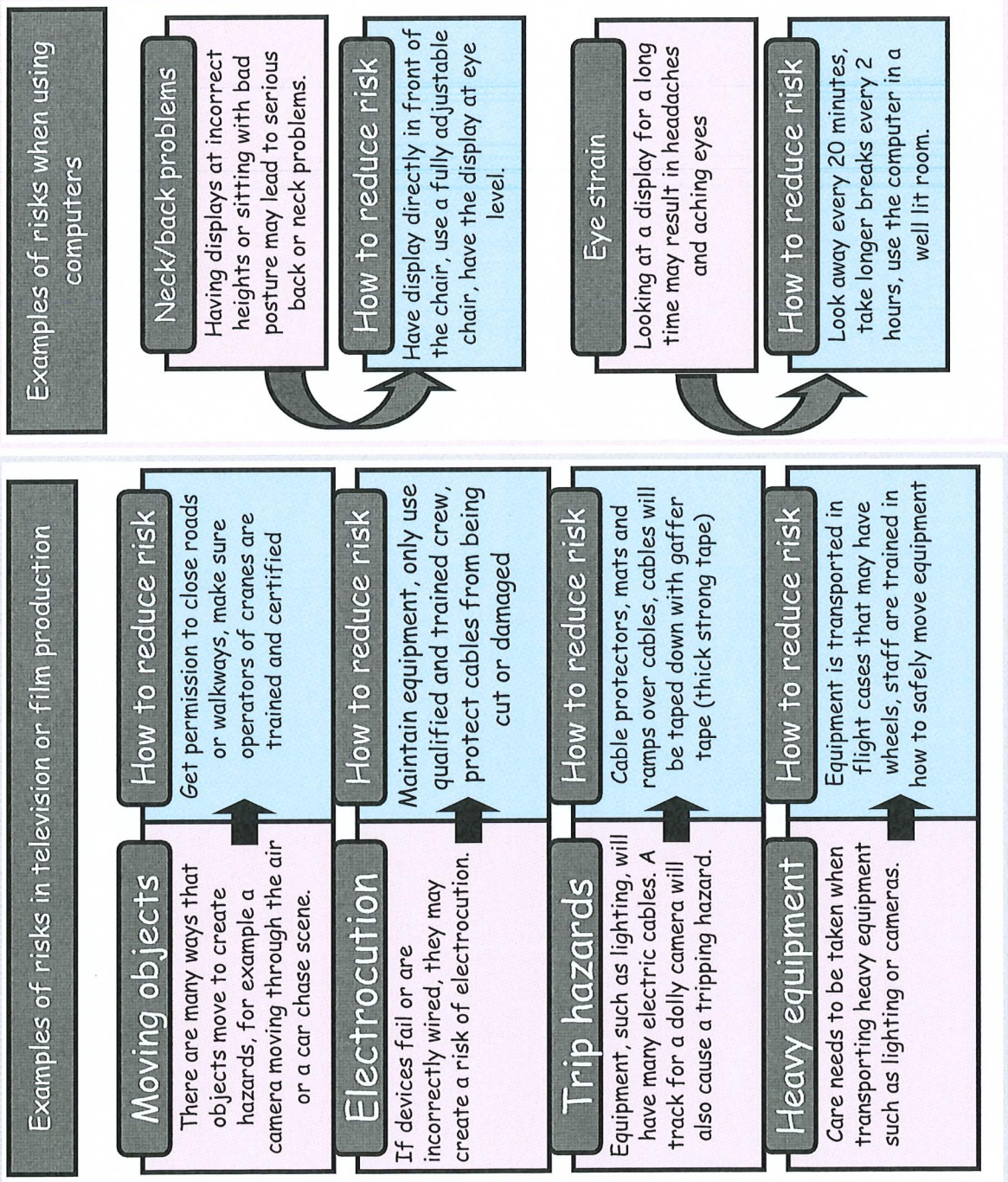
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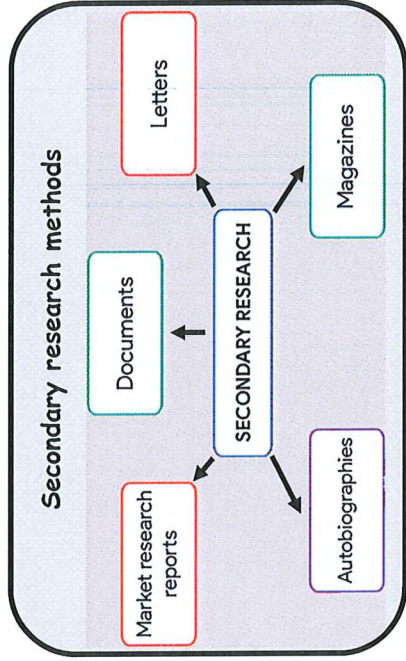
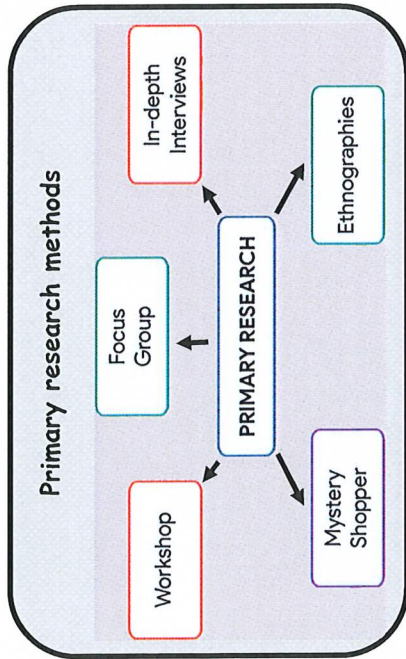
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R093: Research methods

Research methods are strategies or techniques in the collection of data or evidence to get a better understanding of a topic.



Primary research methods

Primary research is data or research that is collected directly from customers surveys or focus groups.

Secondary research methods

Secondary research is the use of data and information that already exists. For instance, when making a documentary, books, archive material, recordings and footage may be used.

Keywords

- Primary research
- Secondary research
- Surveys
- Focus groups
- Quantitative
- Qualitative
- Interviews
- Questionnaires

Research data—quantitative vs qualitative

Quantitative information

Quantity
E.G. 63%

Qualitative information

Quality

E.G. open question asking opinion



Quantitative research

Data Driven
Numbers & percentages
Concrete & objective

HOW MUCH? HOW MANY?



Qualitative research

Design Thinking
Quotes & expressions
Abstract & subjective

WHY? WHAT? HOW TO FIX?

QR codes

