

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

Name and address of submitting body:

Media and Entertainment Skill Council
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Name and contact details of individual dealing with the submission

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Position in the organisation: Chief Executive Officer

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List of documents submitted in support of the Qualifications File

1. Occupational Map
2. Qualification Pack
3. Progression matrix
4. Protocol for Affiliation of Assessment

Model Curriculum to be added which will include the following:

- **Indicative list of tools/equipment to conduct the training**
- **Trainers qualification**
- **Lesson Plan**
- **Distribution of training duration into theory/practical/OJT component**

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1	Qualification Title	Cleanup artist
2	Qualification Code, if any	MES/Q0506
3	NCO code and occupation	NCO 2015- 2166.0511 Colour key artist
4	Nature and purpose of the qualification (Please specify whether qualification is short term or long term)	Nature of qualification is Creative Art and purpose is to provide job and freelance opportunity as Cleanup Artist in M&E Industry (This qualification is Short Term Course)
5	Body/bodies which will award the qualification	MESC – Media & Entertainment Skill Council
6	Body which will accredit providers to offer courses leading to the qualification	MESC – Media & Entertainment Skill Council
7	Whether accreditation/affiliation norms are already in place or not, if applicable (if yes, attach a copy)	YES
8	Occupation(s) to which the qualification gives access	Colour- key Artist
9	Job description of the occupation	An Individual need to have a good knowledge of colour theory, light and shadows, draw and apply colour effects, design colour keys consistent with the creative style of the production
10	Licensing requirements	NO
11	Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided)	NO
12	Level of the qualification in the NSQF	NSQF LEVEL 3
13	Anticipated volume of training /learning required to complete the qualification	120 hours
14	Indicative list of training tools required to deliver this qualification	Given at model curriculum
15	Entry requirements and/or recommendations and minimum age	Class X

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16	Progression from the qualification (Please show Professional and academic progression)	Colour-key artist /Character Designer / Layout Designer /Lighting Artist	
17	Arrangements for the Recognition of Prior learning (RPL)	RPL with prominent players in the Film, Television, Gaming, Animation and Advertising industry are in progress	
18	International comparability Where known (research evidence to be provided)	Creative Skills Set (United Kingdom) & IBSA (Australian Business Skill Council)	
19	Date of planned review of the qualification	20/06/2021	
20	Formal structure of the qualification		
	Mandatory components		
	Title of component and identification code/NOSs/Learning outcomes	Estimated size (learning hours)	Level
	Introduction	10	3
1.	MES/N 0501 (Understanding the script)	26	3
2.	MES/N0502 (Ensuring consistency across all scenes)	36	3
3.	MES/N 0506 Clean Art Work	36	3
4.	MES/N 0514 (Maintain workplace health and safety)	12	3
	Sub Total (A)	120	3
	Optional component		
	Title of component and identification code/NOSs/Learning outcomes	Estimated size (learning hours)	Level
(i)			

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	Sub Total (B)		
	Total A+B	120	LEVEL 3

SECTION 1 **ASSESSMENT**

21	Body/Bodies which will carry out assessment: MESC will conduct assessment through its empanelled assessment agency and through certified assessors.
22	How will RPL assessment be managed and who will carry it out? Yes. The RPL assessment will be carried out through screening, identifying skills gaps through NOS level assessment issuing NOS level scores sheets providing bridge training to cover competency gaps and conduct final assessment of the candidates
23	Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF. Assessment is done through third parties who are affiliated to MESC as Assessment Body. Assessors are trained & certified by MESC through Training of Trainers program. The assessment involves two processes. The first process is gathering the evidence of the competency of individuals. The second part of the assessment process is the judgement as to whether a person is competent or not. The assessment plan contains the following information: <ul style="list-style-type: none">● What will be assessed, i.e. the competency based on each NOS● How assessment will occur i.e. methods of assessment● When the assessment will occur● Where the assessment will take place i.e. context of the assessment (workplace/simulation)● The criteria for decision making i.e. those aspects that will guide judgements and The assessment is conducted through theory, viva voce and practical.

ASSESSMENT EVIDENCE

Grid for each component as listed in “Formal structure of the qualification” in the Summary.

24. Assessment evidences Title of Component:

Outcomes to be assessed/NOSs to be assessed	Assessment criteria for the outcome
Understanding the script	PC1. Understand the artistic and communication goals of the script, brief or storyboard with respect to the individual’s role
	PC2. Be aware of the intended medium and target audience, and how this may affect animation processes
	PC3. Understand the aspects related to the design brief (appearance, complexion, dressing, moods, personalities, expressions etc.)
	PC4. Understand the requirements according to the scripts (number, types, duplicates etc.) based on the individual’s role and its requirements
	PC5. Understand the specifications for the background and other aspects (dimensions, operating parameters etc.) based on the individual’s role and its requirements
	PC6. Understand the technical needs of the project with

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	<p>respect to the job role (Television, Film, Gaming, Internet, DVD etc.)</p> <p>PC7. Understand the of the concept, which may be self-created, provided in a brief, or arrived at via discussions with relevant personnel (Director, Executive Producer etc.</p> <p>PC8. Liaise with relevant personnel (Art Director, Producers, Animation Supervisor etc.) to better understand script elements, as appropriate</p>
Ensuring consistency across all scenes	<p>PC1. Ensure that the drawings and associated material are complete, accurate and comply with the design information and industry technical conventions</p> <p>PC2. Ensure that the drawings clearly show the visual effect at key stages intended by the decision makers for the production</p> <p>PC3. Select methods, media and relevant scale for the drawings</p> <p>PC4. Make sure there is consistency amongst all the drawings in the sequence</p> <p>PC5. Ensure consistency amongst all the characters</p>
Clean Art Work	<p>PC1. Ensure that the color keys match the production requirements</p> <p>PC2. Scan the artwork to make sure it matches the technical standards</p> <p>PC3. Ensure that the digital images match the production references</p> <p>PC4. Resolve problems as and when they arise without delay to make sure that disruption in the production chain is minimized</p> <p>PC5. Respond positively to feedback and any changes in creative requirements</p>
Maintain workplace health and safety Description	<p>PC1. Understand and comply with the organization's current health, safety and security policies and procedures</p> <p>PC2. Understand the safe working practices pertaining to own occupation</p> <p>PC3. Understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may</p>

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	involve evacuation of the premises
	PC4. Participate in organization health and safety knowledge sessions and drills
	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
	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 individual's authority to the relevant person in line with organizational procedures and warn other people who may be affected
	PC11. Follow organization's 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 individual's authority
Means of assessment 1	Online (Multiple choice Questions) Offline (Practical)
Means of assessment 2 Add boxes as required.	
Pass/Fail	Pass : Above 70%

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SECTION 2

25. EVIDENCE OF LEVEL

OPTION A

Title/Name of qualification/component : CLEAN UP ARTIST (MES/ Q 0506) Level : 3			
NSQF Domain	Outcome of the qualification/component	How the outcomes relates to the NSQF level descriptors	NSQF Level
Process	<ol style="list-style-type: none">1. Understanding the script2. Conceptualize color keys3. Ensuring that the color keys are consistent across all sequences4. Maintain workplace health and safety Description	Job holder is expected to understand the script and the Storyboard in brief, by application of basic creative principles and processes for digital asset creation by interpreting script Considering the core skills, which, cleanup artist possesses in terms to creative style properties to this outcome is pegged at Level 3.	Level 3
Professional knowledge	<ol style="list-style-type: none">1. Understand the artistic and communication goals of the script, brief or storyboard with respect to the individual's role2. Be aware of the intended medium and target audience, and how this may affect animation processes3. Understand the aspects related to the design brief (appearance, complexion, dressing, moods, personalities, expressions etc.)4. Understand the requirements according to the scripts (number, types, duplicates	Jobholder is expected to have knowledge of the script and Storyboard understanding needs to meet creative vision and elements ,the color effects and the final outcome of production The job holder needs to understand Color theory, light and shadows to apply color effects such as color tones, textures, matte, Job Holder needs to have understanding of visualizing scene under different lighting conditions. Considering the in depth professional and factual knowledge which Colour Key Artist outcome is pegged at Level 3.	Level 3

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	<p>etc.) based on the individual's role and its requirements</p> <p>5. Understand the specifications for the background and other aspects (dimensions, operating parameters etc.) based on the individual's role and its requirements</p> <p>6. Understand the technical needs of the project with respect to the job role (Television, Film, Gaming, Internet, DVD etc.)</p> <p>7. Understand the of the concept, which maybe self-created, provided in a brief, or arrived at via discussions with relevant personnel (Director, Executive Producer etc.</p> <p>8. Liaise with relevant personnel (Art Director, Producers, Animation Supervisor etc.) to better understand script elements, as appropriate</p>		
<p>Professional skills</p>	<p>1. Record continuity-related details e.g. position, placement, color etc. as required</p> <p>2. Ensure that the final look is consistent with the creative requirements agreed</p>	<p>The Clean-up Artist has to actively engage with Script and Storyboard, Also actively engage with Art Director, Jobholder is expected to conduct themselves in ways, where they plan individual timelines and deliver on schedule.</p>	<p>Level 3</p>

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	<p>upon, and continuity is maintained throughout the production</p> <ol style="list-style-type: none"> 3. Ensure that designs, layouts and templates are uniform across the production, as required Ensure that lighting, color formats and effects are consistent across the production 4. Check the resolution of scenes to ensure that they match the production requirements 5. Alert relevant personnel (Art Director, Animation Supervisor, Producer) if continuity is not being maintained, and rectify the situation as appropriate 6. 	<p>Identify any creative problems that may arise during the production and find Solutions to address them. Hence Outcome is pegged at Level 3.</p>	
<p>Core skills</p>	<ol style="list-style-type: none"> 1. Ensure that the drawings and associated material are complete, accurate and comply with the design information and industry technical conventions 2. Ensure that the drawings clearly show the visual effect at key stages intended by the decision makers for the production 3. Select methods, media and relevant scale for the drawings 4. Make sure there is consistency amongst 	<p>The jobholder is needs to have Generic Skills of Writing, Reading, and Oral Skills.</p> <p>Job role needs to apply color theory to create images and use for all elements within a frame also the color keys selected match the production needs. An Jobholder needs to understand the color palette and requirements from the Art Director this outcome this is pegged at level 3</p>	<p>Level 3</p>

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	<p>all the drawings in the sequence</p> <p>5. Make sure there is consistency amongst all the drawings in the sequence</p>		
Responsibility	<p>1. Understanding the script</p> <p>2. Conceptualize color keys</p> <p>3. Ensuring that the color keys are consistent across all sequences</p> <p>4. Maintain workplace health and safety</p> <p>Description</p>	<p>An Clean-up Artist carries out his assigned functions like Conceptualizing color keys which include Character color keys, Background color keys, Lighting keys, Shadow keys, Adding color to line drawings</p> <p>Responsible for carrying out his/her job, some of which will require them to make choices about the approaches they adopt. They also require to constantly improvising their approach based on their experience. Individuals employed to carry out these jobs will be expected to be able to communicate clearly in speech and writing also Ensure that the work-products meet quality standards Therefore this is pegged at level 3.</p>	Level 3

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SECTION 3 EVIDENCE OF NEED

26	What evidence is there that the qualification is needed? What is the estimated uptake of this qualification and what is the basis of this estimate?		
	Basic	In case of SSC	In case of other Awarding Bodies (Institutes under Central Ministries and states departments)
	Need of the qualification	As per the 2019 FICCI report the Entertainment industry is growing at a very significant rate and to cater the demand of the industry we need to skill our youth. As per the report its evident that the qualification is needed.	
	Industry Relevance	The MESC has undertaken validation of the job roles with actual end-user industry and association where such employment is going to be generated and absorbed instead of generic validation of industry. The MESC submitted the endorsements from users/intended users of the qualification clearly supporting need for trained people against specific job role.	
	Usage of the qualification	MESC prepared this on the basis of requirement from industry and demand raised by various association. The qualification will be used both for new inductees as well as RPL of working actors in the industry.	

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	Estimated uptake	MESC has conducted skill gap study in consultation with FICCI (KPMG and EY) and interaction with the industry. The skill gap study and industry interaction says huge demand of manpower for this qualification. MESC will share the tentative demand sheet whenever desired.	
27	<p>Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences</p> <p>MESC has approached the line Ministry (Ministry of information and broadcasting) and submitted detail Qualification for their concurrence. Response is yet to be received.</p>		
28	<p>What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification</p> <p>As part of the skilled Gap Survey we have done functional mapping for all the job roles ,ensuring there is no duplications in the in the planned qualifications in NSQF through vertical career progression and horizontal multiskilling.</p>		
29	<p>What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated? Specify the review process here</p> <p>The qualifications will be revised and updated when any one of the below instances occur</p> <ol style="list-style-type: none"> 1. 24 months from the approval of the NSQC 2. If less than 30% of the certified candidates get employed 3. When there is significant improvement in technology/ processes for executing the job role 		

SECTION 4
EVIDENCE OF PROGRESSION

