Assessment Submission Coversheet

# Production Planning

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| **Learner Name:** | Please enter your name. |
| **Learner Number:** | Please enter your student number. |
| **Learner Email** | s######@students.aie.edu.au |
| **Course Stream:** | CUA51020 Diploma of Screen and Media / CUA51120 Diploma of Visual Arts:  Art  Design  ICT50220 Diploma of Information Technology / CUA51020 Diploma of Screen and Media  Programming |
| **Assessment Name:** | Production Planning |
| **Units Covered:** | *These units of competency apply to learners in the design stream*   * CUAPPR415 - Develop and discuss ideas for own creative work * CUAIND412 - Provide freelance services * BSBCRT413 - Collaborate in creative processes * BSBCMM411 - Make presentations   *These units of competency apply to learners in the programming stream*   * BSBCRT512 – Originate and develop concepts * ICTICT435 – Create technical documentation * CUAPPR415 – Develop and discuss ideas for own creative work * CUAIND412 – Provide freelance services   *These units of competency apply to learners in the art stream*   * BSBCMM411 - Make presentations * BSBCRT512 - Originate and develop concepts * CUAIND412 - Provide freelance services |
| **Team room trainer:** | Please list all teachers. |
| **Due Date:** | As defined by your teacher/s. |
| **Date of Submission:** | *Will be automatically recorded on Canvas* |

**Personal contribution**

In a few short sentences or dot points, please describe your contributions to the group assessment item.

**Declaration**

By submitting this work under my name, I declare that my submission is my own work with respect to plagiarism and does not violate any copyright laws. I have retained a copy of this assessment material that I can produce if requested.

Tick to acknowledge you have read and agree with this declaration. Submit with your assessment to Canvas.

Name: Please enter you name.

# Submission requirements

*Tick to acknowledge you have submitted this part of the assessment.*

1. **Online professional network (individual submissions)**

Yourname\_Prof\_Network.doc

1. **Business documentation (individual submission)**

Yourname\_BusinessPlan.doc

1. **Concept pitch (group submission)**

Teamname\_pitchpresentation.pdf

1. **Work proposal (group submission)**

Teamname\_ProposalContract.pdf

Teamname\_Artbible.pdf

Teamname\_GDD.pdf

Teamname\_TDD.pdf

1. **Invoice Client (individual and group submissions)**

Yourname\_invoice\_studio.doc (individual submission)

☐ Teamname\_invoice\_client.doc (group submission)

☐ Teamname\_invoice\_tracking.xls (group submission)

1. **Evaluation (individual submission)**

Yourname\_selfevaluation.pdf

Yourname\_assessmentcoversheet.pdf