

# **Project Proposal Guidance and Template**

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## **Extended Diploma in Creative Media Production and Technology**

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## Project proposal template

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In producing the project proposal, and in preparing for the project realisation you should familiarise yourself with Units 13 and 14 of the qualification.

In particular, you should understand the assessment and grading criteria which will be used to determine standards of achievement.

Units 13 and 14 require you to produce a project proposal of about 500 words, excluding the project action plan and bibliography. Project proposals should not be so succinct that they do not address the requirements listed below, nor should they be excessively long and unfocused.

Your project proposal should be sufficiently challenging to ensure you have the best possible chance of meeting the grading criteria.

Your project proposal should include:

- Centre name and number
- Candidate name and number
- Project proposal title and date
- Main area of activity / pathway, e.g. film, TV, games design etc.

The project proposal must be word processed and presented under the headings listed here:

### **Section 1 - Rationale** (Approximately 150 words)

This section provides you with an opportunity to reflect on, review and summarise your progress and achievements through the first 12 units of the qualification.

You should outline the knowledge, skills and understanding you have acquired. What you know now, and what it means to you, compared with what you knew and could do before you started the course, and how this has influenced your choice of discipline or disciplines and your project proposal.

It also provides an opportunity for you to explain your reasons for choosing a particular discipline or disciplines and to outline both your immediate and longer-term aspirations.

### **Section 2 – Project concept** (Approximately 200 words)

This section provides an opportunity for you to clearly explain the concept and aims of your project, production or performance and the research and ideas that will support its development. What you anticipate producing, the levels and types of resources that you will need and an indication of the form in which you will complete and present your final realisation within the allocated timescale.

This might include an indication of when and how you will use studios, equipment and other resources, how you will make use of tutorial and peer feedback and where you will incorporate independent study.

### **Section 3 - Evaluation** (Approximately 150 words)

This section provides an opportunity for you to explain how you will reflect on and evaluate your work, as both an ongoing activity and at the conclusion of your project.

You should describe how you intend to record your decision-making and how you will document changes to your ideas as your work progresses.

The evaluation should be referenced to your stated aims and be reflective and analytical rather than a description of actions completed.

When working in collaboration with others you should comment on how this may impact either positively or negatively and steps you can take to minimise disruption in your own progress.

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**Additional requirements, not included in the 500 word proposal:**

### **Project action plan and timetable:**

This section provides you with an opportunity to outline your planning and organisation over a period of weeks and the activities you will need to carry out in order to successfully complete your project in the agreed time frame. The more time and thought you give to planning your project, the more successful it is likely to be.

It is important that you consider how you will balance ambition, time and realism in the realisation of the project. You should also include what you are going to do, how you will do it and by when. Remember to include: time spent sourcing materials and other resources to conduct research, feedback from tutors and peers, and when you will carry out independent study.

### **Bibliography (Harvard Format):**

This section provides an opportunity to record the initial research sources, both primary and secondary, that you intend to use.

Your sources of research should be as wide as possible and could include libraries, galleries, books, magazines, films, computer games, websites, blogs, social media, radio programmes, archive material etc. Where appropriate, you should use the Harvard system of referencing. The bibliography should be continuously updated as the project progresses.

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## Project proposal template

Candidate Name

Thomas Humphries

Candidate Number

322134

Pathway

Extended diploma in Games design, Animation and Visual effects Level 3

Project Title

Mystery

**Section 1: Rationale**  
(approx. 150 words)

through my past 12 units I have excelled in 3D animation and the research within it. I have been weaker at Games design and 2D animation. I have gained many skills within the 3D animation and visual effects side of this course which I will use during my FMP to create the best piece of media within my capabilities. All the skills developed within this course has been created within this course alone. I have not had any prior knowledge of 3D animation apart from an understanding of how visual effects works through videos and articles, the only skills and tools I have understood before were systems such as photoshop and aftereffects. The skills used will also be useful for my university course and future careers.

**Section 2: Project  
Concept**  
(approx. 200 words)

For my project I will be doing a 3D render as well as a simple animation, this is to push my capabilities within 3D animation and visual effects. It will utilise my knowledge of Blender and its tools, I will also use photoshop and illustrator to help create texturing and uv mapping. My knowledge of UVs, Texturing, modelling and animating will be pushed to a high level as well as utilising new features such as fog and lighting to enhance my visual effects career. With the time provided I will ensure to split it accordingly to ensure the maximum benefits with what I was given. I will allocate around a week of research, a week of preproduction and many weeks of production to finish with a week of post production to fix any errors or problems encountered. I will provide peer feedback at every major point in my production, such as the pre-production stage and mid way through the production stage to ensure that I dont miss any issues or anything that can be improved to tailor to the audiences expectations.

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### Section 3: Evaluation (approx. 150 words)

I will consistently evaluate my work, going over the positives and negatives of each stage. I will also gather peer feedback and review as well as getting assessed by my teachers which will ensure that I can improve my work constantly and achieve a distinction, of which I am aiming towards. All the progress will be recorded on a word document which will then be transported to my wordpress to ensure that if my website goes down for any reason, I will still have my evidence of progress available just to transfer and submit instead.

### Proposed Research Sources and Bibliography (Harvard Format)

I intend to use primary research such as interviews and surveys to view what people know of and like. it will allow me to understand the audiences preferances and put these ideas into perspective when producing my piece of media.  
Secondary research such as historical novels and websites, for example; [history.com](http://history.com) and [Britannica](http://Britannica).

# Project Action Plan and Timetable

| Week | Date Week Beginning | Activity / What you are intending to do - including independent study | Resources / What you will need to do it - including access to workshops |
|------|---------------------|---|---|
| 1    | 26/03/2024          | Primary research of audience  | Surveys and interviews inside and outside college                       |
| 2    | 4/03/2024           | Secondary research<br>Pitch creation and presentation                 | Books<br>Websites<br>Powerpoint   |
| 3    | 11/03/2024          | Pre production research   | Websites<br>Novels  |
| 4    | 14/03/2024          | Concept art   | Photoshop<br>Illustrator  |
| 5    | 21/03/2024          | Production  | Blender<br>Wordpress  |
| 6    | 15/04/2024          | Production  | Blender<br>Wordpress  |
| 7    | 22/04/2024          | Production  | Blender<br>Wordpress  |
| 8    | 29/04/2024          | Production  | Blender<br>Wordpress  |
| 9    | 6/05/2024           | Production and post production  | Blender<br>Wordpress<br>peer feedback                                   |
| 10   | 13/05/2024          | Post Production and submission  | Wordpress<br>Peer Feedback  |