



AIM Qualifications

Level 4 Diploma in Work Principles and Practice of Games Design and Production (601/8431/0)

Document Version History

Version Number	Date	Description
1	January 2020	<ul style="list-style-type: none">- Document Created
3	December 2020	<ul style="list-style-type: none">- Document Re-branded- Added 'Extended ERF Adaptation - Work Principles and Practice of Games Design and Production' to Appendices and links section (see page 16)- Added information about adapted qualifications to 'About this Qualification' section (see page 6)
4	May 2021	Removed 'Extended ERF Adaptation' and replaced with VCRF adaptation/guidance (see page 6) (see page 16)
5	November 2021	Typo - TQT amended from 470 to 704 (see page 4)
6	October 2022	Removed 'VCRF adaptation/guidance' (from page 1) Review date extended to 31/07/2023 (page 4)

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I would like to convey my thanks to you all at AIM for the support and guidance you have provided during our first year as a training centre. I am aware we have asked a lot of questions and sent a lot of emails and you have dealt with every query swiftly and efficiently combined with a lot of patience.

It has been a roller coaster of a year setting up everything from scratch but it has been made easier by having access to you all.

Carol Harmston, AIM Centre

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Introduction

Welcome to the AIM Qualifications Level 4 Diploma in Work Principles and Practice of Games Design and Production Qualification Handbook. This handbook contains everything you need to know about this qualification and is intended for tutors, assessors, internal verifiers and other staff involved with the planning, delivery and assessment.

This is a live document and as such will be updated when required. You will be informed via email when changes are made and it is your responsibility to ensure the most up-to-date version of the Qualification Handbook is in use.

We also provide Learner Guides for our qualifications. These learner-friendly documents detail everything your learners will need to know about the qualification they are undertaking; the content of the qualification, how they will be assessed, what the qualification could lead to and any additional information to help them successfully achieve. These are available to [download on our website](#) or alternatively contact us to access these.

About Us

We are a national Awarding Organisation, offering a large number of Ofqual regulated qualifications at different levels and in a wide range of subject areas. Our qualifications are flexible enough to be delivered in a range of settings, from small providers to large colleges and in the workplace both nationally and internationally.

We pride ourselves on offering the best possible customer service, and are always on hand to help if you have any questions. Our organisational structure and business processes enable us to be able to respond quickly to the needs of customers to develop new products that meet their specific needs. We are also licensed by the Quality Assurance Agency (QAA) to approve and certificate Access to Higher Education Diplomas. We are also approved as an Apprenticeship End Point Assessment Organisation (EPAO).

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Qualification Overview

Section One

About this Qualification

The primary purpose of this qualification is to enable learners to improve their chances of employment in the games industry by enhancing their understanding and their skills in game design, the production pipeline and the soft skills that employers have identified as lacking in new entrants to their Industry. The character of the Industry is such that it is comprised of many small studios where it is essential that new employees are not only multi-skilled but are able to make an immediate contribution to the business.

Uniquely, this qualification includes an integral and mandatory requirement for the learner to undertake a work placement as well as working in teams to design, produce and publish a computer game. This is a relatively short qualification and the emphasis is, therefore, less on developing technical skills in all aspects of the game production pipeline and more about putting those skills into practice. Learners should already possess GCSEs in English and Maths and a Level 3 qualification in a relevant technical skills subject as well as a keen interest in working in the games industry. Due to the content of some games and the requirement to undertake an industry placement, this qualification is restricted to learners aged 18+.

The qualification components will support learners to demonstrate creative processes and ideation methodologies utilised in the Games Industry including an understanding of the significance of age, gender and culture on game design and how this impacts on the commercial viability of a game product. Whilst on the work placement they will consider how companies in the Industry fund new game design and development, the potential for profit and how products/services are made, from concept to release. Understanding the regulatory, ethical and legal constraints with which the Industry must comply is essential and learners will also consider the concept and importance of continuing professional development and the essential skill of critical reflection. Working through a complete game design, production and publication process will also give learners the direct experience of using an Agile/Scrum project planning and management methodology as most commonly used in the Games Industry.

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Qualification Details

Qualification	
AIM Qualifications Level 4 Diploma in Work Principles and Practice of Games Design and Production	
Assessment	Internally set, internally marked and externally verified portfolio of evidence
Grading	There is no grading for this qualification
Geographical Coverage	England, Northern Ireland
Operational Start Date	01/03/2016
Review Date	31/07/2023
Sector	9.3 Media and Communication
Qualification Number	601/8431/0
Learning Aim Reference	60184310
Guided Learning Hours (GLH)	400
Total Qualification Time (TQT)	704
Learner Age	18+
Rules of Combination	Learners must achieve all essential components

Total Qualification Time and Guided Learning Hours

Total Qualification Time (TQT) is the number of notional hours it takes a typical learner to achieve the full qualification and is made up of two elements:

- the minimum number of Qualification Guided Learning Hours (GLH) - the number of Tutor-led contact hours
- the number of hours spent on preparation, studying and the assessment that is non-guided

For example, the number of tutor-led contact hours (GLH) for a qualification is 30 and the number of hours spent by the learner (non-GLH) on preparation, studying and the assessment is six hours. Therefore the Total Qualification Time (TQT) for the qualification is 36 hours.

Progression Opportunities

This qualification is designed with immediate progression to work in mind but it could also support a progression route to a Higher or Degree Apprenticeship.

Entry Guidance

GCSE English and Maths A-C and an appropriate Level 3 Qualification eg an AIM Level 3 Diploma/Extended Diploma in Games, Animation and VFX Skills or equivalent. Learners who already hold a degree in a related subject would not be precluded from entry.

Qualification Dates

The qualification review date is the date by which we will have carried out a review of the qualification. We work with sector representatives to make any changes necessary to meet sector needs and to reflect recent developments. In most cases, we'll extend the qualification and set a new review date. If we make a decision to withdraw a qualification, we'll set an operational end date.

We will post information relating to changes or extensions to qualifications on our website and centres approved to offer the qualification will be kept updated. The certification end date will be three years from the operational end date.



Section Two

Qualification Structure and Components

Resource Requirements

Technical Equipment

Centres should ensure that they have sufficient and appropriate equipment to enable learners to design and produce a working game or that they will be able to undertake this as part of their work placement.

Work/Industry Placement

The work placement should:

- be occupationally specific and focussed on developing the practical and technical skills required for the Games Industry
- take place with an external employer that is; on a site external to the learning environment
- delivered to a structured work plan and objectives agreed with the employer
- adequately supervised by a named member of the employer's staff
- monitored by actual site visits from the centre at least once

Teaching Staff

All tutors should have current game industry experience and be able to teach agile/scrum project management methodology.



Section Three

Assessment

Qualification Structure and Components

This section details the rules of combinations for this qualification. Select the component titles to view the component details.

Rules of combination for: AIM Qualifications Level 4 Diploma in Work Principles and Practice of Games Design and Production			
Learners must achieve all essential components.			
Component Code	Component Title	Level	GLH
Essential			
M/508/1533	The Games Industry Landscape	Four	20
T/508/1534	Game Design, Production and Business Practice	Four	250
A/508/1535	Games Industry Work Placement	Four	120
F/508/1536	Personal and Professional Development in the Games Industry	Four	10

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Centre Staff Requirements

As an Awarding Organisation, we require that:

Tutors have relevant teaching experience and/or a qualification and experience and/or a qualification in the relevant subject area. **Suitable teaching qualifications include:**

- Level 3 or 4 Preparing to Teach in the Lifelong Learning Sector (PTLLS) or above
- Level 3 Education and Training or above
- Diploma or Certificate in Education
- Bachelors or Masters Degree in Education

Tutors should be occupationally competent with relevant current experience in games design and production processes in addition to experience of teaching at Level 4 and managing relationships with employers for learner work placement.

Assessors have an assessor qualification or evidence of recent relevant experience.

Suitable assessor qualifications include:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Certificate in Assessing Vocational Achievement
- A1 Assess Candidate Performance using a Range of Methods
- D32 Assess Candidate Performance and D33 Assess Candidate using Differing Sources of Evidence

Internal Verifiers (IV) have an internal verification qualification or evidence of recent relevant experience. **Suitable internal verification qualifications include:**

- Level 4 Award in Internal Quality Assurance of Assessment Processes and Practice
- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice
- V1 Conduct Internal Quality Assurance of the Assessment Process
- D34 Internally Verify the Assessment Process

How this Qualification is Assessed

This qualification is assessed through an internally set, internally marked and externally verified portfolio of evidence.

A summary of the assessment of each component is shown below. Guidance on our expectations is available in the [AIM Qualifications: Assessment Handbook](#).

Components			Set by the centre			Set by AIM		
Component Code	Component Title	Level	Portfolio of evidence	Exam	Practical	Portfolio of evidence	Exam	Practical
M/508/1533	The Games Industry Landscape	Four	✓	–	–	–	–	–
T/508/1534	Game Design, Production and Business Practice	Four	✓	–	✓	–	–	–
A/508/1535	Games Industry Work Placement	Four	✓	–	✓	–	–	–
F/508/1536	Personal and Professional Development in the Games Industry	Four	✓	–	–	–	–	–



Operational Guidance

Section Four

Offering this Qualification

Centres wishing to offer this qualification must be an AIM recognised centre. New centres can apply to become a centre using the centre recognition application process on our website: www.aim-group.org.uk.

We can advise centres of the best and most efficient methods for offering this qualification. All procedures for the use of this qualification, including approval, registration of learners, verification and certification will be completed through AIM and all centres will have an allocated customer experience advisor to support them.

Approval to Offer Qualifications

Centres wishing to offer this qualification must complete and submit a Qualification Approval request. [This can be found on the AIM website when choosing a qualification](#). Some qualifications require centres to have specific resources in place and/or their assessors/internal verifiers should hold certain qualifications. Where this is the case, centres must provide evidence of resources/staff qualifications when completing the Qualification Approval request.

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Registration and Certification

Once your centre has approval to offer a qualification, you will be able to register learners via the AIM Online Portal. Learners must be registered onto the correct programme via the Portal (a programme is the centre's chosen set of components from their approved qualification). Centres should also check that the correct components are listed.

A Recommendation for the Award of Credit (RAC/ERAC) form will be produced for each programme once learners are registered. Centres will be able to download their RAC/ERAC forms within four weeks of receipt of correctly submitted registrations. The RAC/ERAC is used to claim the learners' achievements at the end of the course and details must be checked carefully as these will appear on any certificates issued.

Details of assessment, internal verification and external verification can be found in the [AIM Qualifications: Assessment Handbook](#).

Once the RAC/ERAC has been correctly completed and received by AIM, certificates and a summary of credit achievement will be produced and issued. Learners that have achieved a qualification will be issued with a qualification certificate with details of the qualification and components achieved. Learners that have not achieved a qualification will be issued with a component certificate with details of the components achieved.

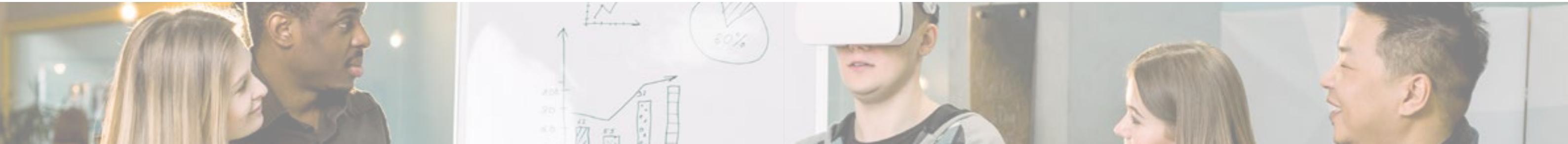
Fees and Charges

The AIM Fees and Charges brochure includes all qualification charges and is [available on our website](#). Please note that registrations will not be processed if centre fees have not been paid.

Appendices and Links

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Appendices and Links

Select an appendix or link from the list below to view the document.

Useful Links

- Link 1 - [AIM Centre handbooks and forms](#)
- Link 2 - [AIM Qualifications: Assessment Handbook](#)
- Link 3 - [AIM Website](#)
- Link 4 - [Fees and Charges](#)
- Link 5 - [Qualification Search](#)



— Qualifications and Assessment Group —



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