



**AIM**QUALIFICATIONS

Handbook  
for centre staff



# AIM Qualifications

## Suite of Skills for the Creative Industries: Games Design Qualifications (VCRF)

*Version 6 - December 2021*

“ 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

”

## Document Version History

Version Number	Date	Description
2	22/02/2019	Following review update to GLH and TQT values (page 8)
3	September 2019	Rebrand - 'AIM Awards' changed to 'AIM Qualifications' Qualification family added to qualification details grid (page 8)
4	October 2020	Review date extended from 31/07/2020 to 31/07/2022 Added 'Extended ERF Adaptation - Games Design' to Appendices (page 18) Added information about adapted qualifications to 'About these Qualifications' section (page 7)
5	May 2021	Removed 'Extended ERF Adaptation' and replaced with VCRF adaptation/guidance (page 7) (page 18)
6	December 2021	Start dates corrected for level 2 certificate and diploma GLH changed from 126 to 120 for the level 2 certificate.
7	October 2022	Review dates for Level 2 Certificate in Skills for the Creative Industries - Games Design 603/3783/7 and Level 2 Diploma in Skills for the Creative Industries - Games Design - 603/3787/4 have been changed from 31/07/2022 to 31/07/2025 on page 8

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# Introduction

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Welcome to the AIM Qualifications Suite of Skills for the Creative Industries - Games Design Qualifications 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.

## About Us

AIM is a national and international Awarding Organisation. We offer a large number of regulated qualifications at different levels and in a wide range of subject areas, Access to Higher Education Diplomas and End Point Assessments. Our products 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.



## Qualification overview

# Section One

## About these Qualifications

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The AIM Qualifications Suite of Skills for the Creative Industries - Games Design Qualifications provides a realistic introduction to the development of the skills needs of the Creative Arts sector. It addresses not only the creative perspective but the technical and business approaches required to succeed in current day industry. These qualifications have been developed to be flexible and enable access to a broad range of learning across the sector.

These qualifications aim to prepare potential new entrants with the knowledge, understanding and an introduction to the skills needed to make relevant contribution or to pursue higher level study.

The qualifications combine practical and hands-on experience together with knowledge and understanding of the theoretical basis of the area. The delivery of the units prepares and progresses the learners by providing a practical introduction and ensures their readiness for employment or further study and training.

The specific aims of these qualifications are to develop confidence in an individual's creative abilities, develop technical skills and knowledge through the use of a variety of techniques, processes and media with support and guidance, explore ideas and issues, offer opportunities for valuing different ideas and contributions from others, develop an understanding and awareness of the contribution of the arts to culture and society, make connections between their own work and that of others.

### Adapted Assessments

Learners completing these qualifications who have been impacted by COVID-19 closures may be eligible for mitigations to their assessment under the temporary framework (VCRF). [Specific guidance can be found here](#)

## Qualification Details

Qualification	
AIM Qualifications Level 2 Certificate in Skills for the Creative Industries - Games Design	
Qualification Family	Technical
Assessment	Internally set, internally marked and externally verified portfolio of evidence
Grading	Pass/Fail
Geographical Coverage	England
Operational Start Date	01/11/2018
Review Date	31/07/2025
Sector	9.2 Crafts, Creative Arts and Design
Qualification Number	603/3783/7
Learning Aim Reference	60337837
Credit Value	18
Guided Learning Hours (GLH)	120
Total Qualification Time (TQT)	180
Learner Age	NA
Rules of Combination	Learners must achieve 18 credits to achieve this qualification.

Qualification	
AIM Qualifications Level 2 Diploma in Skills for the Creative Industries - Games Design	
Qualification Family	Technical
Assessment	Internally set, internally marked and externally verified portfolio of evidence
Grading	Pass/Fail
Geographical Coverage	England
Operational Start Date	01/11/2018
Review Date	31/07/2025
Sector	9.2 Crafts, Creative Arts and Design
Qualification Number	603/3787/4
Learning Aim Reference	60337874
Credit Value	37
Guided Learning Hours (GLH)	316
Total Qualification Time (TQT)	370
Learner Age	NA
Rules of Combination	Learners must achieve 37 credits to achieve this qualification.



## 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 6 hours. Therefore the Total Qualification Time (TQT) for the qualification is 36 hours.

## Progression Opportunities

Learners can progress onto other qualifications in this suite: Award, Certificate or Diploma at Level 2. They could also progress onto other specialist qualifications/training in the creative industries

## Entry Guidance

There are no specific entry requirements for this qualification.

## 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.

## Resource Requirements

These qualifications are designed to prepare learners for employment in a specific vocational area, therefore resources and facilities required to support the delivery and assessment of the programme should be of appropriate industry standard. Centres must be able to provide appropriate and sufficient resources to enable delivery and assessment of these qualifications.

Section Two

Qualification Structure and Components

## 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 2 Certificate in Skills for the Creative Industries - Games Design
Learners must achieve 18 credits to achieve this qualification.

Rules of combination for: AIM Qualifications Level 2 Diploma in Skills for the Creative Industries - Games Design
Learners must achieve 37 credits to achieve this qualification.

Component Code	Component Title	Level	Credit Value	GLH
Y/615/2573	Algorithms and Coding for Game Design and Production	Two	6	60
D/615/2574	Artistic Decision Making in Game Design	Two	5	50
H/615/2575	Creating a Visual Effect	Two	5	50
H/615/2799	Drawing Skills	Two	2	16
K/615/2576	Pitching a Game Idea to an Audience	Two	5	40
M/615/2577	Principles of Animation for Game Design and Production	Two	5	50
T/615/2578	Producing a Game Prototype	Two	10	60
A/615/2579	Techniques for 3D Digital Modelling	Two	6	60



# Section Three

## Assessment

### 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

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 are these Qualifications Assessed

These qualifications are 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 Appendix 1 – A Guide to Assessing AIM Qualifications.

Components			Set by the centre			Set by AIM		
Component Code	Component Title	Level	Portfolio of evidence	Exam	Practical	Portfolio of evidence	Exam	Practical
T/615/2578	Producing a Game Prototype	Two	✓	–	✓	–	–	–
Y/615/2573	Algorithms and Coding for Game Design and Production	Two	✓	–	✓	–	–	–
D/615/2574	Artistic Decision Making in Game Design	Two	✓	–	✓	–	–	–
H/615/2575	Creating a Visual Effect	Two	✓	–	✓	–	–	–
H/615/2799	Drawing Skills	Two	✓	–	✓	–	–	–
K/615/2576	Pitching a Game Idea to an Audience	Two	✓	–	✓	–	–	–
M/615/2577	Principles of Animation for Game Design and Production	Two	✓	–	✓	–	–	–
A/615/2579	Techniques for 3D Digital Modelling	Two	✓	–	✓	–	–	–

Section Four

Operational Guidance

### Offering these Qualifications

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](http://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 these Qualifications

Centres wishing to offer this qualification must complete and submit a Qualification Approval request (found on the AIM website). 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.

### Registration and Certification

Once your centre has approval to offer a qualification, you will be able to register learners using the AIM portal. Learners must be registered onto the correct qualification via the portal. Centres then select their chosen components.

For all registration and certification processes, please refer to the portal guidance document which can be downloaded from our website ([www.aim-group.org.uk](http://www.aim-group.org.uk)). Details of assessment, internal verification and external verification can be found in Appendix 1 - A guide to assessing AIM qualifications of this handbook.

Learners achieving a qualification will be issued with a qualification certificate detailing the achieved qualification and components. Learners who have not achieved a qualification will, on request, be issued with a component certificate detailing 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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### **Appendix Title**

A Guide to Assessing AIM Qualifications  
VCRF Guidance





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