

## KFE4Skills SHOWCASE BRIEF – PERFORMING ARTS (Acting, Dance, Musical Theatre)

To be completed by the Lead Brief Writer in agreement with and on behalf of designated college industry leads. All industry templates to be completed and on the KFE site by 21<sup>st</sup> May 2021. Leads should complete all orange accent sections and return to [rule5solutions@gmail.com](mailto:rule5solutions@gmail.com)

Industry Name	Performing Arts	
Lead Brief Writer	Name: Mark Hill	Email: <a href="mailto:Rule5solutions@gmail.com">Rule5solutions@gmail.com</a>
EKCG Industry Lead	Name: Ian Mollatt	Email: <a href="mailto:Ian.Mollatt@eastkent.ac.uk">Ian.Mollatt@eastkent.ac.uk</a>
MKC Industry Lead	Name: David Wood	Email: <a href="mailto:David.wood@midkent.ac.uk">David.wood@midkent.ac.uk</a>
NKC Industry Lead	Name: TBC	Email: TBC

	Section	Guidance	Confirmed lead details for showcase
1	Entry Criteria	Entrants must be in education and/or employment with training, at one of the KFE college organisations (EKC Group, MidKent College and North Kent College (including West Kent College and Hadlow College), and/or have completed or be undertaking a relevant Level 2 or 3 or above programme within the last 12 months	
2	Entrant The choice of material for each sub-industry category is to be decided by each college <u>in line with the event theme confirmed by 1<sup>st</sup> February 2021.</u> The material must be suitable for a 16+ audience (common sense should be applied)	Standard entrant number per college organisation is 2 students for most industry rounds where more than 2 college organisations are participating and 3 per organisation where only 2 colleges are participating. This is except where the industry specs have indicated either a higher level of entrants for a specific industry such as performing arts or teams such as for digital video production.	<p>Confirm number of students per college organisation:</p> <p><b>Each college organisation (not campus) may register up to 1 act per sub category.*</b></p> <ul style="list-style-type: none"> <li>○ 1 act for Acting</li> <li>○ 1 act for Dance</li> <li>○ 1 act for Musical Theatre</li> </ul> <p>Confirm number of students in total showcase: This may vary depending on the number of actors, dancers or those undertaking a musical theatre production, but the following limits apply:</p> <ul style="list-style-type: none"> <li>○ Level 3 Acting - Devised or scripted (maximum of fourteen students)</li> <li>○ Level 3 Dance – Any style (maximum of twenty students)</li> <li>○ Level 3 Singing (Musical Theatre) (solo or duo with backing track)</li> </ul> <p><b>*In the event that NKC does engage in this showcase the entry number will remain up the same in terms of acts per college. Note that in terms of the showcase <u>each performance must not exceed 4 minutes.</u></b></p>

	to the appropriateness of content). Numbers		
3	Showcase Task Brief Description	<p>To be completed by lead brief writer:</p> <p>This section should describe in uncomplicated terms what the students are to prepare or demonstrate and how or in what way.</p> <p>It should provide the total time required for the task in addition to the time that the showcasing element may take. For example, the pre-event preparation for creating a digital video may take several hours but the showcase product might be 2 minutes in duration.</p> <p>Tasks ideally should be singular in nature and not multiple tasks.</p>	<p><b>Complete showcase brief (detail the task or challenge):</b></p> <p>This showcase task is for the students is to be:</p> <ul style="list-style-type: none"> <li>○ Create and undertake a performance from one of the category options.</li> <li>○ Performances must be no longer than 4 minutes.</li> <li>○ Whilst the tutors may support work, work should be encouraged to be predominantly student's(s') work.</li> <li>○ Please note performances from published plays, musicals as well as the student's(s') own devised work are all suitable.</li> <li>○ Any permissions or licences required to perform such content should be acquired and responsibility for this rests with the student's(s') home college.</li> <li>○ The choice of material for each sub-industry category is to be decided by each college.</li> <li>○ The material must be suitable for a 16+ audience (common sense should be applied to the appropriateness of content).</li> </ul> <p>*The task's performance style/content is completely flexible and can include work that might be part of students' main programme of study activities, portfolio submissions and assessed activities taking place this year. There are no prescribed themes.</p> <p>It is up to the colleges and participating students to define how they wish to complete and showcase the tasks – but for performing arts it will be expected to be a pre-recorded performance.</p> <p>There is not an expectation to perform live on the event day.</p> <p>The showcase material can be produced in advance of the event and this content will need to be provided to KFE by <b>noon 11 June 2021</b>. The event is 18 June 2021 via Remo.</p>

4	Core Competency	Summarise relevant education level industry competency being showcased or demonstrated.	<p>Indicate bullet point core competences the challenge may validate related to the main programmes of the students if applicable:</p> <p>Students participating in the showcase should be able to meet the following competency expectations:</p> <ul style="list-style-type: none"> <li>○ As appropriate for the level of task undertaken, and the year of study and programme of study.</li> </ul>
5	Showcase / Demo Duration	<p>This is the time that the actual showcase or demonstration activity will take per student or team – for example 2 or 5 minutes.</p> <p>The total showcase time for the industry skill should also be indicated – for example 15 minutes if 3 students undertook a 5 minute demo.</p>	<p>Confirm the expected time required for individual students (teams) to:</p> <ul style="list-style-type: none"> <li>○ Performances are expected to have a showcase time of up to 12 minutes per college in total. This means each college should aim to produce a showcase of up to 12 minutes in terms of maximum performance time across all three categories combined.</li> </ul> <p>Prepare for the showcase task:</p> <ul style="list-style-type: none"> <li>○ This is flexible and is at the discretion of the students and each college's industry lead but should reflect the task level and duration.</li> <li>○ Tech time for Performing Arts showcases will need to be considered, but there is no time limit on preparational activity or rehearsals.</li> </ul> <p>Duration of the finished task for the purposes of the showcase:</p> <ul style="list-style-type: none"> <li>○ There will be up to 12 minutes per college based on 2 college organisations for performances.</li> <li>○ This will remain the same to if 3 college organisations participate.</li> </ul> <p>Total time required for the whole showcase transmission on Remo:</p> <ul style="list-style-type: none"> <li>○ 30-45 minutes for showcase transmission on Remo subject to above. Performing Arts showcases may be repeated during the day depending on the schedule.</li> </ul>

			<ul style="list-style-type: none"> <li>○ The showcase may also include 3-5 minutes of overview or summary content from industry lead staff which may include speaking to the students as a panel about their work and experiences at college undertaking the subject or indeed their next steps. This would be via Remo which can facilitate several presenters in discussion similarly to a conference panel.</li> <li>○ Confident students will need to be included and a scripted set of questions and responses is recommended.</li> <li>○ Finished pre-recorded or prepared contents for the showcases will need to be provided to KFE by: <b><u>11 June 2021</u></b></li> </ul>
6	Showcase Format or Medium	<p>Indicate which:</p> <ul style="list-style-type: none"> <li>○ Pre-recorded video and supplied as a ready video in advance to be played via Remo on the day,</li> <li>○ PowerPoint or other presentation form to be supplied in advance to be relayed via Remo on the day,</li> <li>○ Video feed to be streamed live on the day,</li> <li>○ Presentation to be streamed live on the day,</li> <li>○ Demonstration or performance to be streamed live on the day,</li> </ul>	<p><b>Indicate how the showcase content will be provided (format):</b></p> <p>The following options can be planned:</p> <ul style="list-style-type: none"> <li>○ Video recorded performance submissions using common formats.</li> </ul> <p><b>Indicate how the showcase content is planned to be transmitted:</b></p> <ul style="list-style-type: none"> <li>○ To transmit on Remo as a set of sequential showcases by each colleges' students which will be introduced by college in alphabetical order.</li> <li>○ Staff leads may wish to provide an introduction collectively and / or as suggested in the showcase duration include a Q&amp;A or interactive panel with some or all of the students.</li> </ul>
7	Technical Requirements	<ul style="list-style-type: none"> <li>○ Detail any technical requirements such as ICT or other equipment / tools / resources required and / or the technical scope for students – for example what sort if ICT might be required for web design or the manner in which digital video production films should be supplied. For hair and beauty</li> </ul>	<p><b>Detail any technical requirements needed:</b></p> <ul style="list-style-type: none"> <li>○ Suitable facilities, materials and equipment for students to enable them to prepare and complete the showcase task.</li> <li>○ These are to be provided by the home colleges as appropriate and in line with college and industry standard expectations.</li> <li>○ Students may equally provide their own equipment or instruments where agreed with the home college.</li> <li>○ Students may need tech time as appropriate.</li> </ul>

		this may include any reference to ensuring that products are tested for allergic reactions etc.	<ul style="list-style-type: none"> <li>Students should comply with all normal attire expectations for the industry, performance type and/or college.</li> <li>Where possible it will also be allowed to include students in venue settings or as part of any showcase presentation.</li> <li>Recorded performances may include audiences as appropriate (noting Covid safe requirements).</li> </ul>
8	Student Support Required	<p>Detail if student helpers are required and how many per student undertaking the demonstration or showcase task, such as:</p> <ul style="list-style-type: none"> <li>Models for hair and beauty industries</li> <li>Technical helpers (for example lighting and production in performing arts)</li> <li>Actors or extras in digital video production films</li> <li>Other helpers</li> </ul>	<p><b>Details of student helpers required:</b></p> <ul style="list-style-type: none"> <li>Additional student helpers may be required.</li> <li>It may be that some students help with performance tech support, creating the showcase contents for example or creating video or photographs of the tasks being undertaken as they are produced.</li> <li>All student participants will receive a KFE4Skills participation medal.</li> </ul> <p><b>What roles will they primarily assist with:</b></p> <ul style="list-style-type: none"> <li>Presentation content help.</li> <li>Production.</li> </ul> <p><b>How many will be required per student / college organisation:</b></p> <ul style="list-style-type: none"> <li>As required.</li> <li>These should also be registered on the KFE4Skills portal as they may wish to watch the showcase live and be in the Remo audience.</li> </ul>
9	Resources & Attire	Detail any PPE or dress code requirements.	<p><b>Confirm specific PPE or dress code requirements:</b></p> <ul style="list-style-type: none"> <li>As per expectations for each college and industry standards relevant to undertaking the task.</li> <li>It may be that electrical equipment used by students requires additional pat testing.</li> </ul>
10	Health & Safety	Confirmation that relevant health and safety checks and assurances are undertaken or are to be by each college locally where necessary.	<p><b>Confirm if requirement is necessary:</b></p> <ul style="list-style-type: none"> <li>This is to be confirmed at each college as necessary.</li> </ul>

11	Risk Assessment	Confirmation that relevant risk assessments have been or are to be undertaken locally where necessary.	<p>Confirm if requirement is necessary:</p> <ul style="list-style-type: none"> <li>○ As above and should be filed as per each college's procedures.</li> </ul>
12	Other Aspects	Detail any other considerations:	<p>Confirm any other considerations or details for the showcase:</p> <ul style="list-style-type: none"> <li>○ There are not expected to be other requirements, but each college may wish to consider any additional needs to support the students.</li> <li>○ Colleges may wish to include and promote their own sponsors or product suppliers and locations/settings included in the showcase.</li> <li>○ All students and helpers will be expected to confirm they are happy for their images and videos to be included in the event day and post event promotion. Registration and participation in the day assumes consent in line with the Showcase Guide document: <a href="https://92e39247-baed-44fc-95c6-d1e744d98664.filesusr.com/ugd/c07644_6afca1b3b03d43f695342b2cd152f86a.pdf">https://92e39247-baed-44fc-95c6-d1e744d98664.filesusr.com/ugd/c07644_6afca1b3b03d43f695342b2cd152f86a.pdf</a></li> </ul>

**Note:** For a copy of this pro-forma in MSWord please contact [rule5solutions@gmail.com](mailto:rule5solutions@gmail.com)