

BTEC Level 3 National 540 Diploma in Creative Media Practice: Games Art

Course Handbook 2024-2025

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Welcome to Confetti from the Head of FE

Dear Students, Parents, and Carers,

I'm Nathan Levi Simpson, Head of Further Education here at Confetti.

It's great to have you as part of our Confetti community, and we look forward to supporting you on your creative industry journey. This handbook gives you with all the essential information you'll need throughout the year.

Inside, you'll find our guidelines and policies, as well as specific information related to your course. From academic expectations and support services to course schedules and assessments, this handbook is your go-to resource. Whether you are a new or returning student, we encourage you to take the time to familiarize yourself with its contents.



This handbook is designed to help you navigate your time at Confetti confidently, ensuring that you have the information and tools necessary to succeed. The year ahead is brimming with possibilities, and I am confident it will be a time of academic achievement, personal growth, and creative exploration.

For our new students, this is the start of an exciting journey. You are joining an institution that values dedication, creativity, innovation and excellence. For our returning students, welcome back! We look forward to seeing you build on the strong foundation you've already established, continuing to uphold the high standards that make Confetti such a special place.

As we come together this year, it's important to remember the four Confetti rules:

1. Be Here - Regular attendance is crucial for success. Whether you're new or returning, being present in classes and college activities is key to making the most of your time here.
2. Be on Time - Punctuality shows respect for yourself, your peers, and your tutors. It ensures that everyone benefits fully from each class and college activity.
3. Work to Deadline - Managing your time effectively and meeting deadlines is essential for academic success and future career readiness.
4. Be Professional – Professionalism helps to create a positive, productive learning environment where everyone can thrive.

These principles are central to everything we do at Confetti and are designed to prepare you for the challenges and opportunities that lie ahead.

We are committed to supporting you every step of the way, providing the highest quality education and resources to help you achieve your full potential. Thank you for choosing Confetti as your place to learn, grow, and succeed.

Here's to a fantastic year ahead, welcome, and let's make it one to remember!

An Introduction to your Course

Welcome to Level 3 Games Art! Across the two years with us, you will learn a verity of industry standard techniques, processors and interpersonal skills to support your aspirations of working within the incredibly rewarding games industry.

During your time, you'll have the opportunity to explore applications such as the Adobe suite, Autodesk Applications, Unreal Engine, and more. You will learn to analyse and break apart the fundamentals of art and games design, as well as significantly develop a portfolio of your skillset to support you with your transition to employment.

Games is a demanding industry to be apart of and we want to collectively help you achieve this goal. It is incredibly important to spend time away from your sessions, practicing and refining your trade; to help the skills develop and become the best version of yourself, showing others why you deserve those roles! Do make sure you spend the same amount of time out of your sessions as you do inside your session, to work and showcase how amazing you can be!

We look forward to supporting you on your journey through the world of art & video games!

Meet the Games Art Team

Welcome RS24,



Nikki Rynne

Games Art Course Lead

3D Tutor

Nikki.rynn2@confetti.ac.uk



Rowan Unsworth

Digital Art Specialist

Digital Art Tutor

rowan.unsworth@confetti.ac.uk



Kevin Hurst

Table-Top Specialist

Table-top Tutor

Kevin.hurst@confetti.ac.uk



Reece Guillou

Animation Specialist

Animation Tutor

reece.guillou@confetti.ac.uk

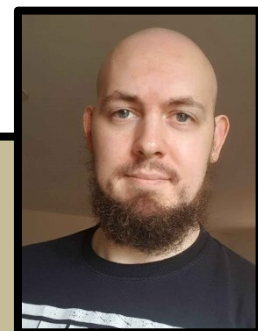


Ryan Heath

Traditional Art Specialist

Traditional Art Tutor

ryan.heath@confetti.ac.uk



Rob Paton

Unreal Engine Specialist

3D Tutor

robert.paton@confetti.ac.uk

Four Rules

Our Confetti four rules are essential in your journey to employment, and we expect you to take them as seriously as we do:

- Be Here
- On Time
- Stay on Track
- Be Professional

We aim to ensure you have the best possible experience while studying at Confetti and we always welcome your feedback on any aspect of what we do. If you will be absent or late, please call 0115 993 2315 or email your absence to

absent@confetti.ac.uk

Term Dates

Term 1 2024-25

Starts	9 September 2024
Half-Term	28 October – 1 November 2024
Ends	20 December 2024

Term 2 2024-25

Starts	6 January 2025
Half-Term	17 February – 21 February 2025
Ends	4 April 2025

Term 3 2024-25

Starts	21 April 2025
Half-Term	26 May – 30 May 2025
Ends	17 July 2025

What you'll need

To ensure you are ready to learn you should bring the following to each session at Confetti.

- Notepad
- Art pad
- Pens
- Pencils
- USB stick
- Headphones
- Lanyard

Through your Confetti emails you will also have access to 25Gb of storage available free through OneDrive to store your files. Loss of data is something we are not responsible for, and it is your job to ensure that you back up your files to avoid this.

YOU WILL NOT BE GIVEN EXTRA TIME ON YOUR ASSESSMENTS IF YOU LOST YOUR WORK!

Email & the Internet

As a student at the College, you will be given access to an e-mail account and the Internet. You are expected to use these business tools in a mature and responsible way. Please check your email daily.

Students found to be misusing them may have access taken away and be subject to disciplinary procedures. Your email address is your first name dot surname at student dot confetti dot ac dot UK. For example, joe.bloggs@student.confetti.ac.uk with the password being your two digits followed by the hyphen and your full date of birth. For example, AB-01012001.

Moodle

[All of our sessional resources are placed on a virtual learning environment \(VLE\) called Moodle.](#) You should be checking this regularly for your sessional content and also your assessment briefs. This is also where you will submit your coursework. Each assessment brief will be issued on a Monday morning via Moodle and a submission expected by the Friday deadline once again through the VLE.

Keeping in Touch

As well as one-to-one tutorials and phone calls, your tutors may keep you informed of your progress, useful information, events, experience opportunities and feedback via email. All discussions with your course team should be handled through your Confetti Live Email account, and not your personal, to ensure your email is clearly identifiable.

Health & Safety

Matters regarding your Health & Safety, including your responsibilities as a student of Confetti are included within the College Handbook and available on the college intranet. There are specific additional matters relating to your health & safety on this program of study, particularly in relation to safe studio practice. These issues will be covered during the first part of your course and as part of your modules

Student Services

The Student Services Team are based behind Confetti Main Reception in our DMH building. Our staff are available from 08:30-18:00, Monday-Friday (excluding Bank Holidays and Christmas Closure).

The team consists of Safeguarding leads, Welfare officers, an Information, Advice and Guidance (IAG) Officer and Student Services Administrators.

We can offer advice and support around a host of topics and provide help both practically and emotionally. Our remit includes:

- Safeguarding
- Mental Health Issues/Concerns
- Wellbeing Support such as, bereavement, family problems, identity issues, anxiety etc.
- Finance, funding and bursaries
- Information and Guidance such as, volunteering opportunities, careers, UCAS, progression etc.
- C-Card Registration

We offer confidential support meetings to students in a 1:1 setting, as a group or jointly with your curriculum team

You can contact us by dropping in during our usual working hours or alternatively, via the below methods:

- Phone- 0115 9522075
- Email- studentservices@confetti.ac.uk
- [Self-referral](#)

Safeguarding

Confetti is committed to the support and protection of children and vulnerable adults.

Detailed and rigorous policies are in place to support all students in achieving their full potential.

Safeguarding is the action that is taken to promote the welfare of children and vulnerable adults and protect them from harm.

Safeguarding means:

- Protecting children and vulnerable adults from abuse and maltreatment
- Preventing harm to children and vulnerable adult's health or development
- Ensuring children grow up with the provision of safe and effective care
- Taking action to enable all children, young people and vulnerable adults to have the best outcomes

The Safeguarding Team at Confetti also holds responsibility for the Prevent Duty and concerns around radicalisation and extremism are dealt with as a safeguarding issue. The Prevent duty is the duty in the Counter-Terrorism and Security Act 2015 to have due regard to the need to prevent vulnerable people from being radicalised in to terrorism.

The safeguarding team consists of five members of staff who work within Student Services. They are contactable from 08:30-18:00, Monday-Friday (excluding Bank Holidays and Christmas Closure).

If you are concerned about yourself or somebody else and/or feel that someone may be at risk, you can contact us as per below:

- Email- safeguarding@confetti.ac.uk
- Phone- 07752 729566

If you or someone else is at risk and you require urgent support outside of Confetti's working hours, please speak to a trusted adult (such as a parent or guardian), call your GP during their usual working hours, present at your local A&E Department or dial, 999 for the relevant emergency service.

Teaching, learning and assessment

Your course is a BTEC Level 3 National 540 Diploma in Creative Media Practice. You can [read the full specification](#), however this handbook contains the most important bits.

The Level 3 qualification covers a wide range of aspects relating to Games Technology in the modern market. The course is aimed at passionate students who want to create and produce Games, while considering and looking at the technology required and available behind this.

The UK Games Industry was valued at £7.16 billion in 2021 (UKIE, 2021) with approximately 2,286 companies across the country (UK Games Map, 2022), and is one of the most competitive markets within the creative media industries. Our Level 3 Games Technology course focuses on the creation and production of Games, 2D and 3D, using the most relevant and up to date industry standard software to bring those ideas to fruition.

Throughout a two-year programme you will be required to learn both the theoretical and practical techniques required to design, practice and produce game ready components and sequences. You will also apply industry standardised methodologies and principles into your projects.

Your sessions will be a mixture of individual, and group based, projects that will allow you to explore, refine and apply your skillset across the industry roles through regular feedback opportunities. Not only will you have the opportunity to build your portfolio, demonstrating your technical and cognitive skills, of work but also to expand your industry contacts where appropriate.

Your submissions will be holistically assessed throughout the academic year to give you the chance to constantly improve and be accurately rewarded for your development through dedicated “formal” assessment briefs supported by “projects”.

This will culminate in presenting your work professionally as portfolio pieces to demonstrate your comprehension, advancement of skillset and application to showcase your desire to work within the games industry within the appropriate fields.

Course Overview

Term 1

Explore and Develop

During the first term you'll be introduced to a variety of skills required in the games industry from the fundamentals of Game Design and overall management practices through to Engine implementation and scripting practice. Throughout your initial steps on your journey, you will also be able to supplement your skills by being able to plan produce and document the processes required to produce game required components. You'll supplement all of these steps by finishing the first term with a dedicated Game Jam to see how far your skills have come.



Units Studied

A1 – Skills Development

Term 2

Skills Development

Building on your previous experience you'll continue to refine, and hone, your skills to showcase your developmental progress. You will produce a number of game components while considering active feedback and client requirements to ensure your outcomes are appropriate. With your fundamental understanding you will present your final outcomes demonstrate your progression through the form of your Skills Development as your first formal submission piece.



Units Studied

A1 – Skills Development

Term 3

Creative Project

To highlight your developmental successes, and flaws, you'll produce, and present, your showpiece project for the academic year. You'll demonstrate your preferred skill in a project designed to test your capabilities and to show how far you have come. You'll present your work at the end of year Celebrate showpiece and look back at all that you have achieved across the first year of your study – reflection is key!



Units Studied

A2 – Creative Project

Timetable

Your timetable shows the time, location, and tutor of each session. If you have achieved a 4 or above in GCSE maths and English, you do not need to attend those sessions.

We aim to keep timetables the same from term to term, however if this isn't possible there may be changes.

RS20-2 (Games Art)

	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18
RS20-2 (Games Art)	Mon	PERSONAL DEVELOPMENT Kevin Hurst <i>C209 (Lecture and Seminar Suite)</i>	TRADITIONAL METHODS Sam Smith <i>C211 (Art Space and Workshop)</i>			FUNCTIONAL SKILLS MATHS (L1) Joseph Halford <i>C103 (maths)</i>			
	Tue								
	Wed		DO IT FOR REAL Kevin Hurst <i>Online (FE Games Art)</i>	RESEARCH and RECORDING Kevin Hurst <i>Online (FE Games Art)</i>					
	Thu	DIGITAL METHODS Rowan Unsworth <i>C208 (Design Studio)</i>	GCSE ENGLISH Antony Brown, Sarah Corrigan <i>C202 (English)</i> GCSE MATHS Joseph Halford <i>C103 (maths)</i>			3D METHODS Nikki Rynne <i>C208 (Design Studio)</i>		3D CREATIVE WORKSHOP Ian Bradley <i>C208 (Design Studio)</i>	
	Fri								

Accessible version:

Monday:

- 9am-11am: Personal development, Kevin Hurst, C209 (Lecture and Seminar Suite)
- 11am-1pm: Traditional methods, Sam Smith, C211 (Art Space and Workshop)
- 2pm-4pm: Functional Skills Maths (L1), Joseph Halford, C103 (Maths)

Wednesday

- 10am-11am: Do It For Real, Kevin Hurst, Online (FE Games Art)
- 11am-1pm: Research and recording, Kevin Hurst, Online (FE Games Art)

Thursday

- 9am-11am: Digital methods, Rowan Unsworth, C208 (Design Studio)
- 11am-1pm: GCSE English, Antony Brown and Sarah Corrigan, C202 OR GCSE Maths, Joseph Halford, C103
- 2pm-4pm: 3D methods, Nikki Rynne, C208 (Design Studio)
- 4pm-6pm: 3D Creative workshop, Ian Bradley, C208 (Design Studio)

Lessons

You will study 2 units to complete the course, with each unit having five subunits, to allow for a grade to be awarded for your studies. These 10 grades are then used to calculate your final achievement through a points conversation system discussed later within this document. These two units are split over several sessions throughout the week to ensure you are covering what is required.

Each week you will have three practical sessions, alongside two theory sessions to support your studies. You will also have a personal and professional development session. For those of you who are required to study maths and or English with us, these sessions will also be listed on your timetable.

Assessment and Feedback

When you submit work, it is assessed within two weeks, and written feedback is sent to your Confetti email address.

It is essential you check your email regularly, read your feedback, and take any necessary action, for example you may have not achieved all pass criteria and therefore must complete a resubmission.

Your course leader and tutors will take you through assessments and guide you through the process of producing work and getting feedback. There are a few important things you should be aware of, that are listed here. They come from a larger document about [assessment and feedback](#).

Teaching and learning

- During teaching and learning teaching will give verbal feedback.
- Teachers will enable you to make progress.
- Explain how BTEC assessment works and what learners need to do to achieve a Pass, Merit or Distinction.
- Give feedback on how to improve knowledge, skills, understanding, behaviour, approach, grammar etc.

During assessment

- While you are working on assessment teachers can give general feedback, however there are rules as to what we can and cannot say.
- We will give guidance on on to approach the knowledge and skills.
- Confirm which criteria we are targeting.
- Clarify what the assignment brief means.

Following assessment

- Following the assessment we will give clear feedback on a number of points.
- We will explain what criteria you have achieved
- We will explain why criteria is not achieved and why.
- **The feedback MUST NOT provide a list of instructions on how to get a higher grade.**

Deadline Planner

The table below highlights all assessments being requested throughout the first year of study on the course.

Assessment Title	Hand Out Date	Due Date	Type
<i>Skills Development Portfolio</i>	16/09/2024	14/02/2025	Portfolio
<i>Creative Project</i>	24/02/2025	23/05/2025	Portfolio

* Please note that although only two assessments are listed, you will have a number of formative feedback points for these pieces, through the aid of small bite sized projects, to assess how you are currently performing before your summative submissions are due. These summative assessments should be presented to the best of your ability and showcases all of your work to these respected dates.

With only having two formal assessment points to aim for this should not mean that you are simply required to do no work up to these points. Remember you are on a holistically focused course meaning you should always be providing evidence for what you are working on and storing it on a per session basis. When we ask for this work to be presented you should be able to obtain this from your back up locations, memory sticks and online storage, to ensure that you are addressing all of the appropriate learning outcomes that are available to you.

These assessment points are made up of a number of assessment criterion, which will be targeted by a series of miniature projects, that feed into your main assessed piece so please don't be surprised if a tutor supplies you with a document which works you to towards the overall goal. This is expected behaviour. The full list of outcomes is listed below for your reference.

Term	Projects	Hand Out	Deadline
1	Pre-Vis Assessment Task	25/11/2025	14/02/2025
1	3D Assessment Task	25/11/2025	14/02/2025
1	Card Game Assessment Task	06/01/2025	14/02/2025
2	Red Dead Redemption Task	24/02/2025	23/05/2025

These "projects" as designed to help you provide evidence for the two "formal" submission pieces that you need to present. These also give you perfect opportunities to ask for feedback and guidance on areas that you are uncertain on or want to know how to get better at!

The full breakdown of criterion that you are working towards is listed below for your reference.

Assessment Unit	Assessment Objectives
A1: Skills Development	A1.1 Explore and develop investigation skills for informing ideas A1.2 Explore and develop problem solving skills A1.3 Explore and develop creative technical skills A1.4 Explore and develop professional skills and behaviours A1.5 Explore and develop communication skills
A2: Creative Project	A2.1 Inform ideas in response to a creative brief A2.2 Apply problem solving skills in response to a creative brief A2.3 Apply technical skills in response to a creative brief A2.4 Demonstrate professional skills and behaviours in response to a creative brief A2.5 Apply communication skills in response to a creative brief

The team would encourage you to study this information carefully to ensure you know when your assignments are and when you foresee any bottlenecks in content. Use this to plan your time effectively but also to arrange tutorials when you feel they are most needed to support you with your submission achievement. Failure to hand in to deadline will result in serious consequences and your academic performance, and course place, will be at serious risk.

Resubmissions: Fails

If your first attempt is not full and genuine, you will be refused an upgrade resubmission. This includes poor time management and prioritising other commitments like work over your assignments. Submitting an incomplete assessment will result in your work being rejected and you will lose the right for resubmission. For the following to apply you need to have met this statement.

If the work you submit is not yet at a passing standard, you will be **required** to continue working on it. As your first summative assessment will take place at the start of Term 3, there will be an opportunity to resubmit a second attempt at the summative submission within the timeframe highlighted by your teaching team.

Remember throughout your academic year you will need to present formative reviews which will allow your tutors to feedback, and give commentary, on your portfolios to date. You should maximise these to avoid the use of a resubmission at the conclusion of your projects. **You can ask for as much feedback as you want on formative submissions but summative, we are unable to guide you!**

A resubmission includes any work that you missed or did incorrectly.

You can only resubmit once for each assignment. Each resubmission must be authorised by a Lead Internal Verifier at Confetti.

Resubmissions can only be authorised if:

- ✓ You meet all initial deadlines set in the assignment
- ✓ The assessor judges that you can provide improved evidence without further guidance
- ✓ You will have up to 10 working days to complete the resubmission. IT CANNOT BE ACCEPTED AFTER THIS PERIOD.

IMPORTANT: Your tutors cannot give you any additional guidance on how to achieve a specific grade. This means we can't tell you specifically what to do to gain a higher grade.

Resubmissions: If you wish to improve a pass or merit grade

We will consider requests to resubmit to improve grades in special circumstances.

Upgrade resubmissions can only be authorised if:

- ✓ You made a full and genuine attempt to the best of your ability at the first submission.
- ✓ You meet all initial deadlines set in the assignment.
- ✓ You apply in writing to the appropriate assessor giving compelling reasons for an upgrade resubmission.
- ✓ The assessor judges that you can provide improved evidence without further guidance.

Working out your final grade

When studying a BTEC, you complete units. For each project piece you will achieve a “Working at” Pass, Merit or Distinction grading. Your overall subunit grade is determined the combination of grades achieved across the collective team for that piece and the holistic grade awarded. These holistic grades are designed to be compensatory so if you did well in one segment but suffered in another you won't be penalised for this as you should be submitting your finest work when it comes to the “formal” summative submissions.

If you add up all the subunit grade points, you will have your final grade. You will track your grades through the grade calculator issued on Moodle in combination with tutorials but can request an update at any time from your tutors via email. The following table shows the grades achieved for each point value based on Guided Learning Hours (GLH) weighting.

Points Per Assessment Criterion	
	A1 & A2
Unclassified	0
Pass	1
Merit	2
Distinction	3

A grade boundary is the minimum mark at which a grade can be achieved. For example, if the grade boundary for a Distinction is 29, then 29 is the minimum mark at which a Distinction can be achieved. A mark of 28 would therefore be a Merit.

Calculating your final grade works in a similar fashion and allows a threshold value to be used to show the overall grade at the conclusion of the first academic year of study. The following table highlights these thresholds.

540 Diploma		
	540 GLH	UCAS Points
Unclassified	0	-
Pass	10	24
Merit	16	48
Distinction	23	72
Distinction *	29	84

An example grading that can be achieved is highlighted below. Each subunit has been awarded a holistic grade for the overall unit, as discussed previously, to allow for the final grade to be put forward. In this case the learner has achieved a merit grading overall by two individual point.

Assessment Unit	Assessment Point Value	Total Unit Points
A1	AC1 – P (1)	8
	AC2 – M (2)	
	AC3 – P (1)	
	AC4 – M (2)	
	AC5 – M (2)	
A2	AC1 – P (1)	10
	AC2 – M (2)	
	AC3 – M (2)	
	AC4 – D (3)	
	AC5 – M (2)	
	Qualification Grade: M	18

As a team we could actively encourage you to gain as much feedback on your “projects”, where possible, to give you the best possible achievement you are capable of when it comes to your “formal” submissions. The higher the grade you achieve will assist you in placing you in a good position for applying to university.

You are required to achieve at least a passing grade in all units to achieve your qualification. Even if you were on for a merit but had two grades unclassified this would inevitably mean you fail your qualification!

UCAS points

If you wish to go to university, you will need UCAS points. Once you know your predicted grade, you can use the [UCAS points calculator](#) to figure out your grade. When it comes to going to university, you will need to meet entry requirements and may need to work towards a specific grade. Your Grade Calculator also highlights your UCAS Points and final grade achievements for you. Please ensure you are regularly using this to keep track of your progress and to ensure that you are on track of progressing to the university you have applied for.

Tutorials

You will have at least one tutorial per term; however you can request more from your personal tutor. During tutorials we discuss your learning, assessment and progress and agree targets to help you to develop skills. Tutorials can also be requested with any additional member of staff to gain feedback, or guidance, on your progress.

Student feedback

Confetti strives to offer the best possible service and education thereby providing you with the best chance of success. We expect good conduct whilst you are at

Confetti, and you should equally expect high standards from Confetti. We understand that sometimes you may be frustrated or disappointed with a part of the service that you receive, and Confetti is keen to resolve any complaints you may have quickly, so that you can concentrate on your studies without undue frustration.

If you have any comments regarding your experience with any of Confetti's services, we would encourage you to complete a customer comments form to notify us. These forms can be found at reception with a closed box for you to post them into. This service can be used anonymously if you wish.

If you have a complaint about a member of staff, please talk to Emma Talbot in Student Services, who can look into your concerns confidentially and sensitively.

If you have a more serious complaint, it is important that you talk to a member of staff as soon as possible, so that we can help to resolve your issue. If you are not satisfied, there is a grievance procedure in place. If you would like to take your complaint further, you will be required to submit your comments in writing to complaints@confetti.ac.uk. This will then be passed on to the appropriate committee. This helps to keep any issues clear and will also help to resolve any problems as quickly as possible

Industry Opportunities at Confetti

Whatever you're studying, there will be opportunities for you to volunteer for industry work experience - and this is what Confetti calls **'Do It for Real'**.

These opportunities will be promoted throughout the year, and you'll be able to volunteer via your course tutors, who'll make sure the experience is suitable for you and you'll get the most out of it. Sometimes you may have to apply for a position which is good practice for when you come to finish your course.

Also keep an eye out on the weekly student notices as some opportunities appear there.

Ambassadors

Student ambassadors are hired by Confetti to work at promotional events, to give a first-hand account of the student experience here. We select the best students from a pool of applicants each year. If you are confident and have a lot to say about Confetti, speak to your tutor.

Student Representatives

Your class will elect a representative who will attend termly meetings to speak directly to your Confetti course leader and senior management and give feedback

on all aspects of life at Confetti. Reps are *your* mouthpiece, so make them your first port of call for any course and Confetti-wide issues

Enrichment Opportunities

In addition to your weekly timetable, you will have the opportunity to take part in many events throughout the academic year. These could include trips, studio visits, production classes, game jams, industry talks and many other events. You will receive information about each event in the weekly student notices and from your tutors. This is an ideal way to make friends with people from other courses and open the doors to industry experiences. We encourage you to be part of the Confetti community.