



**FEDERAL BOARD OF
INTERMEDIATE AND SECONDARY
EDUCATION**

H-8/4, ISLAMABAD



INTER-TECH

**ASSESSMENT MANUAL FOR PRACTICAL OF
MEDIA PRODUCTION
HSSC-I**

**Media Production Inter Tech HSSC I
Examination Assessment Manual for
Media Production**

Purpose:

- This **rubric** ensures **standardized marking** for all students.
- Faculty can simply **tick/check and assign marks** during exams.
- Students know **exactly what is expected** from them.
- This format provides **clarity, fairness, and transparency** for both faculty and students.

Section I – Theory Assessment (40%- 40Marks)

Component	Criteria	Max Marks	Marks Obtained
MCQs (10%)	Knowledge recall, basic concepts	8	
Short Answer Questions (15%)	Comprehension, application, clarity	20	
Long Essay / Analytical- based (15%)	Depth of understanding, analysis, Clarity of subject.	12	
Total Theory		40	

Section II – Practical Assessment (60 Marks- 60 Marks)

A. Year's Work/Projects (30 Marks)

S. #	Practical Task	Marks
1	Short Video Production (30–60 seconds)	4
2	Photo Story (5–8 original images with captions)	3
3	Social Media Awareness Post / Video	3
4	Basic Documentary Clip (minimum 3 minutes)	5
5	News Package (minimum 3 minutes)	5
6	Interview Recording (2–3 minutes)	3
7	Public Service Message (PSM)	3
8	Script Writing Task	2
9	Storyboard / Shot Planning	1
10	Editing & Post-Production Task	1
Total		30

Students are required to complete the all above mentioned practical tasks during the academic session. Each task represents a separate media production activity.

B. Viva Voce (10% - 10 Marks)

Criteria	Max marks	Marks Obtained
Questions based on Theoretical knowledge and practical execution.	5Qx2=10	
Total marks	10	
Note: Only five questions will be asked to award viva voce marks		

C. Hands-on Practical Skills (20%- 20 Marks)

Criteria	Max Marks	Marks Obtained
Media Language and Texts	5	
Media Representation and Analysis	5	
Videography	5	
Direction and Production	5	
Total Hands-on Skills	20	
Note: There will be Two questions in total, covering all four domains of the subject. Each question will consist of two parts.		

D. Time Duration for Practical (03 Hours)

Final Assessment Summary

Component	Max Marks	Marks Obtained
Section I: Theory Assessment	40	
Grand Total	40	
Section II: Practical Assessment		
Projects/portfolio	30	
Viva	10	
Hands-on Practical	20	
Grand Total	60	

Practical Examination Team Structure

To ensure **transparency, reliability, and workload balance**.

Students are evaluated by **one qualified faculty members**, preventing bias.

1. Head Examiner (External/Principal Examiner)

Role: Usually a **senior faculty member** (from any institute or an external examiner approved by the board/university).

Responsibilities:

- Oversees the **entire practical exam process**.
- Ensures exams are conducted **according to policy**.
- Evaluates **hands-on performance**.
- Signs off on the **final mark sheets**.
- Maintains fairness and addresses student/examiner issues if they arise.

2. Supporting Staff

Lab Assistant/attendant

- Prepares lab/, equipment and checklists.
- Not directly involved in grading (to avoid bias).

Inter-Tech
Media Production
List of Practicals

Subject	Domain	Practical List
Media Production	Media Language and Texts	1. Plan and record a 60-second dialogue-free clip that uses colour, framing, and music to evoke that emotion. 2. Given a printed film poster or advertisement, orally analyse it in front of the examiner within 10 minutes using the five-point image-reading framework: placement, colour, typography, scale/space, and gaze. 3. Given a short unfamiliar video clip, pause it at an examiner-selected frame and identify, on the spot, one sign, one symbol, and explain the difference between their denotation and connotation. 4. Given a scenario card describing a hypothetical AI-generated or synthetic media use case, draft a short Production Ethics Charter (consent, accuracy, inclusivity, transparency, proportionality) on the spot and justify each rule verbally to the examiner. 5. Given two real news reports covering the same event from different outlets, identify and mark, within the printed text, the specific words or images responsible for framing each report differently. 6. Given a short advertisement and three classmates' written reactions to it, classify each reaction as a dominant, negotiated, or oppositional reading using Stuart Hall's model, with justification. 7. Given a short story premise, identify which of Todorov's five narrative stages (equilibrium, disruption, recognition, repair, new equilibrium) a provided two-minute clip belongs to, and justify your answer.

		8. Given a genre label (e.g. horror, comedy, western) drawn at random, list three genre conventions associated with it and identify one convention being deliberately subverted in a provided clip. 9. Produce a documentary clip of minimum 3 minutes on a selected topic. 10. Produce a short video of 30–60 seconds on a given theme. 11. Create a short public service message focusing on awareness, ethics, or community issues.
	Media Representation and Analysis	1. Given a 10-minute clip from a culture other than your own, score the scene live against all eight representation categories (language & accents, clothing & attire, cultural practices & rituals, food & cuisine, architectural styles, socioeconomic context, folklore & mythology, cultural symbols & art) on a provided scoring sheet. 2. Using the same clip, identify one instance of stereotyping (per Dyer) and explain, verbally, why it qualifies as a stereotype rather than a necessary narrative 'type'. 3. Given two film or television clips portraying the same culture from different eras, compare them live against the eight-category checklist and present your findings orally to the examiner within 15 minutes. 4. Given a short clip, identify one example demonstrating intersectionality (Crenshaw) and explain why analysing only a single identity category (e.g. gender alone) would be insufficient for this example. 5. Given a printed still image from a film, identify whether it applies a reflective, intentional, or constructionist approach to representation (Hall), with justification. 6. Given a short clip, identify whether it applies an Orientalist framing (Said)

		or a male-gaze framing (Mulvey), citing specific visual evidence from the clip.
	Videography	1. Using the lab's lighting kit, set up a complete three-point lighting configuration (key, fill, back light) for a seated subject within 15 minutes. 2. Shoot a 30-second clip of an assigned subject applying the rule of thirds and one additional advanced composition technique (leading lines, golden ratio, or framing within framing) of your choice; explain your choice to the examiner. 3. Using a manual camera, correctly expose a subject in a deliberately low-light lab setting by adjusting aperture, shutter speed, and ISO, and explain each adjustment's effect. 4. Record a 30-second interview using a microphone, then separately record 30 seconds of room tone at the same location. 5. Using the same camera and subject, capture two shots at different focal lengths (wide-angle and telephoto) framed so the subject appears the same size in both; explain the visual difference in the background. 6. Given an assigned one-minute scene idea, create a comprehensive six-panel storyboard and convert it into an ordered shot list. 7. Correctly set white balance for two different light sources provided in the lab (e.g. a tungsten lamp and a daylight-balanced source) and demonstrate the visible difference when white balance is deliberately mismatched. 8. Using available camera support equipment (tripod, gimbal, or slider), capture one smooth, stable moving shot of an assigned subject. 9. Arrange a simple mise-en-scène, set dressing, props, and actor position, that visually communicates an

		assigned character trait (e.g. 'nervous', 'wealthy', 'isolated') without any dialogue. 10. Apply Rembrandt lighting or split lighting (examiner's choice) to a subject and capture the result, explaining how the pattern was achieved. 11. Create a photo story consisting of 5–8 original photographs with captions. 12. Design a social media awareness post or short video addressing a social or educational issue. 13. Record and present a structured interview (minimum 2–3 minutes) with a relevant individual. 14. Develop a storyboard or shot list for any one planned media project.
	Direction and Production	1. Direct two classmates through a short assigned dialogue scene, applying blocking and capturing full coverage (a master shot, two singles, and one over-the-shoulder shot) while correctly maintaining the 180-degree rule. 2. Format a one-page scene script by hand or on a computer, correctly applying all five industry-standard conventions: slugline, action lines, character name, dialogue, and at least one parenthetical. 3. Conduct a table read of an assigned script excerpt with a partner, and identify and note two specific pacing or dialogue problems surfaced by reading it aloud. 4. Assume the role of Floor Manager and use standard hand signals (countdown, stand-by, cut) to direct a simulated live camera switch between two classmate camera operators. 5. Using a basic vision-mixing setup or simulated switcher, perform a cut, a dissolve, and a wipe between two live camera feeds on request from the

		examiner. 6. Given a short assigned project brief, draft a simple one-page pre-production budget, including a 10 percent contingency line, and justify each budget item. 7. Identify and correct three deliberately planted health-and-safety hazards in a mock studio set (e.g. an untaped cable, an unsecured light stand, a blocked exit). 8. Given an assigned three-person production scenario, assign and justify appropriate crew roles (e.g. director, camera operator, sound recordist) considering each team member's stated skills. 9. Write a complete script for any one media production (video, documentary, or news). 10. Produce a news package of minimum 3 minutes, including visuals and narration. 11. Demonstrate basic editing skills including trimming, sequencing, titles, and sound adjustment.
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**Inter-tech Media Production
PRACTICAL PAPER**

HSSC-I

Time allowed: 3:00 Hours

Total Marks: 20

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- Note:**
- **Attempt One question from section A and One question from section B.**
 - **All submissions must be original work produced during the practical session.**
 - **Submit all required digital files, along with supporting materials (scripts, storyboards, etc.), where applicable.**
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Section A (10 Marks)

Question 1. Attempt all. Each question carries 5 marks.

- Create a photo story consisting of 5–8 original photographs with suitable captions that convey a clear message. (5 Marks)
- Plan and record a 60-second dialogue-free clip that uses colour, framing, and music to evoke that emotion. (5 Marks)

Understanding of Task (1 marks)

Technical Execution (1 marks)

Creativity & Presentation (2 marks)

Time Management & Discipline (1 marks)

Section B (10 Marks)

Question 2. Attempt any One question. Each question carries 5 marks.

- Demonstrate video editing skills by trimming and sequencing clips, adding titles and captions, adjusting audio levels, applying transitions, and exporting the final production. (5 Marks)
- Conduct and record a structured interview of 2–3 minutes using appropriate framing and audio quality. (5Marks)

Understanding of Task (1 marks)

Technical Execution (1 marks)

Creativity & Presentation (2 marks)

Time Management & Discipline (1 marks)

Note: Hand on skills marks will be awarded as per candidate's performance by the External Examiner.