# eDistance Learning Course Brochure



**NCFE** | **DIGITAL PHOTOGRAPHY – LEVEL 3 AWARD**

*Where Service Matters*

**More than 150 years of Vocational Awarding, NCFE can trace their record of working with colleges and other providers back to their founding organisation...**

**NCFE is recognised as an awarding body by the qualification regulators ('regulators') for England, Wales and Northern Ireland. The regulators are the Office of the Qualifications and Examinations Regulator (Ofqual) in England, the Department for Children, Education, Lifelong Learning and Skills (DCELLS) in Wales and the Council for Curriculum, Examinations and Assessment (CCEA) in Northern Ireland.**

# Course Information

## Course Overview

**Digital Photography (Level 3)**

Our home study photography courses allow you to study for a NCFE Level 3 qualification without disrupting your current lifestyle. Whether you want to develop your existing photography skills or gain a valuable qualification which will further your career prospects, you'll find our distance learning photography courses are a flexible and cost-effective way of fulfilling your ambitions.

Do you want to take great photos? Interested in understanding more about digital photography? This course covers everything from equipment, light and exposure, as well as composition, printing and scanning.

You will also concentrate on specialist areas like portraiture and landscape and Photoshop skills. This course will be valuable for anyone who wants to build and perfect their digital photography skills.

## Support

You will be provided with comprehensive materials designed to provide you with everything required to complete your course of study. You will have your own personal tutor helping you with your course work and with any questions you may have. Plus you can contact our Student Advisors by email or phone for all the practical advice you may need – so we really are with you 100%.

What's more, you'll have access to the online Student Community, where you can interact with other students, browse our resource library and manage your account.

## Assessment

This course is marked through a process of continuous assessment guided by your tutor following NCFE guidelines. This means that your qualification will be awarded according to your performance on assessments rather than by taking an exam.

There are 12 assignments in the course - a mix of written and practical - plus there are 20 or so self-assignments which really add value to the course by allowing the student to build their knowledge about significant areas of photography in a fun and challenging way.

When you have completed the programme, your tutor needs to verify that you have worked through all parts of any Workbooks, Activities and Exercises successfully.

Upon verification of the activities, exercises and assignments, a nationally recognised certificate will be awarded by NCFE as confirmation that your written work has met all of the learning outcomes and assessment criteria for the programme.

## Course Duration

We recommended you spend approximately 110 hours of your time studying for the Digital Photography. The pace of study is completely up to you. To give an example, if you dedicate 2 hours a week to the course it would take you a year to complete but if you could spare 4 hours a week you could complete it in six months.

Get started today, and you can earn your Level 3 NCFE Award in Digital Photography in as little as six months, or take up to a year, if you prefer – the choice is yours.

## Home Study Entry Requirements

The good news is that no prior learning knowledge or experience is essential to take this course. This course is openly available to anyone wishing to learn more about Digital Photography and would like to take part in a highly rewarding home study course. We believe that everyone should have the opportunity to expand their knowledge and study further, so we try to keep our entry requirements to a minimum.

You have the freedom to start the course at any time and continue your studies at your own pace for a period of up to 12 months from initial registration with full tutor support.

## How is the course structured?

The NCFE Level 3 Award in Digital Photography course is divided into four comprehensive Units:



**Unit 1- Key topics**

- History of Photography
- Equipment and accessories
- Light
- Exposure
- The Photographic process

**Unit 2- Extending Skills and Knowledge**

- Composition, viewpoint and framing
- Digital cameras
- Data storage and transfer
- Printing
- Scanning
- Digital image editing and Photoshop

**Unit 3- Photography in practice**

- Specialist area - Portraiture
- Specialist area – Landscape
- Other specialist areas
- Extending the single image
- Section summary

**Unit 4- Advanced technique**

- Further Photoshop
- Digital Restoration
- Careers and opportunities
- Final Project Submission assignment

## Frequently Asked Questions About this Course

**Q. Will I need a digital camera on the course?**
Although a digital SLR is best for this course, students can use a good, high-end compact digital camera if necessary. Budget compacts of the sub-£100, auto-everything, point-and-shoot variety are not recommended, whereas investing in a compact digital camera from a reputable manufacturer which has the facility to over-ride auto exposure is most preferable.

Ideally, your camera should have an Auto Exposure mode BUT ALSO a Manual Override exposure mode so that you can make exposures based on your choices - not just those that an auto-only camera would dictate to you. Aperture Priority mode and Manual are the most useful. As so many students of photography have found, a camera which does all the thinking for you (ie Auto only) inhibits your ability to learn the fundamental (& surprisingly simple) principles behind exposure and the creative possibilities which come from this.

Digital compacts will never be quite as suited to this course as a digital SLR, but a good one will take you a long way. For this course, you won't need a massive telephoto or zoom lens - just a good, sharp lens which is likely to cover wide angle > standard > short telephoto. This zoom lens usually comes as standard with most good compact cameras.

**Q. Is there any other reading?**
A. No, everything you need to complete the course is included. However, any extra reading you do will always be beneficial for your studies. You will need access to a camera

## Qualification

**NCFE Level 3 Award in Digital Photography**
This course leads to a Level 3 Award for successful learners. This means that it is independently accredited at a level of learning equivalent to level 3 on the National Qualifications Framework (NQF) for England, Wales and Northern Ireland (in which case GCSE's are at levels 1 and 2 and A Levels are at level 3). In accrediting the programme at level 3, NCFE attests that its learning outcomes are at an equivalent level to a level 3 national qualification.

This course has been designed to meet specific learner requirements. Accreditation by NCFE is a guarantee of quality. It means that this learning programme has been scrutinised and approved by an independent panel of experienced educational professionals and is quality audited by NCFE.

**About NCFE**
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This course can be enrolled upon by students internationally. There are no deadlines for enrolments.

## Possible Career Paths

Photographer
Medical Illustrator
Photographic Technician
Photographic Stylist
Scenes of Crime Officer

## Further Information

If your course is being delivered online, please ensure you meet the minimum requirements below.

For Windows:
Windows 98, 2000, XP, Vista, Windows 7 - Acrobat Reader 4.0 and above

For Macintosh:
Mac OS X, Mac OS 9.2 - Acrobat Reader 4.0 and above

From time to time we may enrol our students with our partner sites; this is dependent on the number of students enrolling on a particular course and course material availability. If this happens, nothing changes for you other than the name of the college administering your course.  We will continue to be your point of contact; you will get the exact same course you have enrolled on with the same high level of quality content and support.

## Postage & Packing

Get FREE UK delivery when purchasing distance learning courses online. We will deliver your course materials direct to your door upon enrolment so you can get started straight away and plan your studies around your other commitments.

## Frequently Asked Questions

**Q. How does distance learning work?**
A. To ensure studying is flexible and convenient, most of our courses are divided into sections. You work through each section at your own pace and time. Once completed, send the test paper back to your personal tutor for marking. You will then move onto the next section once successfully completing the previous section. The support period is dependent on the type of course you choose; our minimum support period is one year.

**Q. When can I start the course?**
A. The answer is simple, when YOU want; you can start the course at any time we do not have any set enrolment dates. Most of our courses don't require any previous experience or qualifications. All you need is a desire and motivation to succeed. You can even start right now - call and speak to one of our Professional Course Advisors.

**Q. How long do the courses take?**
A. This is dependent upon your choice of course and how fast you want to learn. A full breakdown of the course is available in your course literature. We do provide estimated number of study hours; ask our course advisors for details.

**Q. I want to buy a course that is not on the course list. What do I do?**
A. Our website has an excellent list of the most popular courses on the market. However, we do have access to a more in-depth portfolio should you not find the course you are looking for. You can call our course advisors and discuss the course you are interested in.

**Q. Do the courses have tutorial support?**
A. Yes, You will be allocated an experienced tutor who will guide you through the course, mark your assignments and generally help you with any problems you may have. Your tutors can be contacted via email and post.

**Q. If I fail an assignment can I retake it?**
A. Yes, your tutor will ask you to resubmit your assignment and give you support as to where you could improve.

**Q. How do I get help with my course work?**
A. You can get help 7 days a week by email, or post from your dedicated tutor, you just email your assignments for marking. You have to send your assignments one at a time so the tutor can mark one and give you the feedback.

**Q. Will I get a qualification at the end?**
A. Yes, for all our courses, you will receive a diploma or a recognised qualification from the awarding body of your course.

**Q. Is the course work done online or sent via the internet?**
A. No, the work is done offline using your PC or for paper based courses working through your course folder. All the assignments are in the course manual so there are no online costs incurred.

**Q. Is there a time limit or any deadlines?**
A. We do like you to complete the course within the tutor support period but we can extend this for a small charge (currently £35 for 12 months). If you follow the recommended study hours, this will give you a good guide.

**Q. Will I have to sit an examination?**
A. Most of our paper based courses do not require you to sit examinations, only continual assessments. Where there are examinations required, you will receive all the information you need to make your own exam arrangements. Please note exam fees are not included in your course fee, unless otherwise stated.

**Q. How quickly will I receive my course material?**
A. Once your payment has been received and cleared your enrolment should be processed within two days and your course materials delivered within 5 days, for customers who choose to pay in instalments this can take longer as we need a signed agreement back from you before we send the course materials.

**Q. Do I have to buy any other materials?**
A. Our comprehensive course materials are designed to be self-contained with all the relevant information you require to complete the course and gain the relevant certification. However some of our students undertake additional reading via relevant textbooks/study guides and/or the Internet to add value to their studies.

**Q. I'm not sure of what course I should take? Can you help?**
A. Yes we can, it is important that you pursue a course which you will enjoy. Although we cannot make this decision for you, we employ a team of dedicated Professional Course Advisors, who will guide you towards making the right choice. Whether you want specific information, or just a chat about what's available, call us now on 0844 357 1110.

**Q. Why choose eDistance Learning?**
A. The breadth and depth of our portfolio of courses means that we will have a course to interest you. We are committed to your success, and offer advice and support through every step of the process. We have a dedicated team of Professional Course Advisors that can give you access to career and recruitment advice, whilst offering excellent value and quality courses.

eDistance LEARNING
learning the easy way

# Enrolment Form

**Post your completed application and payment instructions to:**

**eDistance Learning**
**22 Turnbull Street**
**Suite 108**
**Glasgow**
**G1 5PR**
**United Kingdom**




## STUDENT INFORMATION

| Title | First Name | Last Name |
|---|---|---|
| | | |

| Date of Birth | Phone No | Mobile No |
|---|---|---|
| | | |

**Billing Address** (If paying by card, please provide the address the card is registered to)

| Post Code | City | County / Country |
|---|---|---|
| | | |

| Primary Email Address | |
|---|---|
| | |

**Delivery Address** (if different from above)

| Post Code | City | County / Country |
|---|---|---|
| | | |

## COMPANY INFORMATION
(IF APPLICABLE)

**Company Name**

**Company Address**

| Post Code | City | County / Country |
|---|---|---|
| | | |

| Phone | E-mail | Fax |
|---|---|---|
| | | |

| Company Contact Name | Position | Direct Line |
|---|---|---|
| | | |

## COURSE INFORMATION

| Course Name | Course Code |
|---|---|
| | |

| If paying by instalments – *please complete below* | | Support Period 12 Months |
|---|---|---|
| Deposit £ | No of Monthly Payments x £ ☐ | UK Post & Packing Free |

| International Delivery £40 ☐ | Next Day UK Delivery £30 ☐ | Insurance £10 (Optional) ☐ |
|---|---|---|

## PAYMENT INSTRUCTIONS

**Payment in full – *This can be made online at www.edistancelearning.co.uk and you can get up to a 20% discount*.**

☐ **CHEQUE** ☐ **POSTAL ORDER** ☐ **CREDIT / DEBIT CARD** ☐ **BACS** ☐ **PAYPAL**

**CHEQUE / POSTAL ORDER –** Please post your cheque /postal order to **eDistance Learning** and send us this completed form.
**BACS -** Please make payment to **eDistance Learning** | A/C No: **28629760** | Sort Code: **60 30 21** and send us this completed form.
**PAYPAL -** Please make payment online
**CREDIT / DEBIT CARD** – Please provide your credit/debit card details below or complete online

| Card Number | | | Security No (CSV) |
|---|---|---|---|
| If you are paying by instalments are they to be taken by this card?<br>**YES** ☐ **NO** ☐ | Start Date<br>\| | Expiry Date<br>\| | Monthly Payment to be taken<br>**£** |

**Name as it appears on card (Please Print Name)**

I the credit / debit cardholder authorise eDistance Learning to take a payment from my credit/debit card as provided above.

If paying by Instalments, I the student agree to the terms and conditions of enrolment and the conditions of the monthly payments.

**Terms & Conditions – (http://www.edistancelearning.co.uk/t-cs)**
**Payment & Delivery – (http://www.edistancelearning.co.uk/payment-delivery)**
**Price Guarantee – (www.edistancelearning.co.uk/pricematch)**
**Privacy Policy – (http://www.edistancelearning.co.uk/privacy-policy)**

| **Signature of Cardholder** | **Date** |
|---|---|
| **Signature of Student** | **Date** |

## NCFE Level 3 in Digital Photography

**For more information or to enrol on this course visit:**
http://www.edistancelearning.co.uk/digital-photography-course

## Contact Us

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