

PERSONAL LEARNING CHECKLIST:
Unit 2: Managing a Music Product.

Name:				
The following should be addressed to meet Assessment criteria:		Addressed		
		Fully	Almost	Not at all
?	= Clarify what you mean (sentence structure/examples)			
Sp	= SPaG needs attention			
LA A: To plan, develop and deliver a music product				
I have included the assignment brief				
I have written an introduction				
I have written a report of the initial meeting for my band				
I have included minutes from meetings				
I have created a draft schedule				
I have completed the finished schedule				
I have completed practise logs (x3 min)				
I have completed practise evidence sheets (x3min)				
I have completed witness statements (x3 min)				
I have completed observation statements (x2 min)				
I have researched copyright regulations				
I have written a short report on copyright				
I have annotated lyrics and / or score				
I have written an evaluation of the process				
All my work is appropriately headed				
LA B: To promote a music product				
I have included the assignment brief				
I have drawn and labelled initial designs for my products				
I have completed final designs of my products				
I have included my peers designs and products				
Promotional materials – clothing				
Advertisements – leaflets, posters, flyers etc...				
Online – social media, twitter, Instagram etc...				
Website				
Scripts from radio / TV / Online interviews				
Articles – magazine, newspaper etc...				
Market research into current trends				
Merchandise – phone cases, lanyards, soft drink bottle labels, etc...				
Customer survey – feedback				
Data analysis of feedback				
I have written an evaluation of the process				
All my work is headed appropriately				
LA C: To review the management of a music product				
I have included the assignment brief				
I have written an evaluation of the whole process				