



**Australian Government**

**Assessment Requirements for ICPCBF361  
Set up machine for complex adhesive,  
mechanical or sewn fastening**

**Release: 1**

## Assessment Requirements for ICPCBF361 Set up machine for complex adhesive, mechanical or sewn fastening

### Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0.

### Performance Evidence

Evidence of the ability to:

- correctly set up machines for one complex process of adhesive, thermal, mechanical or section sewing
- set up (including replacing adhesive, thread, wire) TWO complex jobs using different sizes and weights of substrate according to manufacturer's and job specifications, enterprise procedures and listed performance criteria
- demonstrate all safety devices on the machine.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

### Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify work health and safety factors for:
  - setting up the machine
  - setting up transportation systems
  - setting up fastening equipment on the machine
  - working with hot melt adhesives
  - readjusting the machine
- determine information concerning binding requirements found in the job documentation or production control system and how this information is interpreted to ensure smooth workflow throughout the factory
- explain elements to consider when planning a collated sample
- explain special delivery problems associated with adhesive machines and how to overcome these problems
- identify different section feeding systems
- explain how to monitor delivery systems present on the various machines

- explain ways completed work can be secured for dispatch
- determine the largest/smallest size sheet that can be processed on each machine
- list how the machine can be adapted to facilitate smaller/larger stock
- describe a job-correct binding technique
- describe methods of adhesive metering present on the machine
- explain the care required to ensure a neat and clean adhesive binding job
- list outcomes if sewing is not completed in the right position
- determine parts of the wire stitcher to adjust to process books of different thicknesses
- identify position of wire stitches on the book
- explain the difference between a staple and a wire stitch
- determine the appropriate wire calliper for a particular job
- list how the machine can be adapted to facilitate smaller/larger stock
- identify in-line units available for binding processes
- determine circumstances in which the machine needs to adjustment
- determine quality aspects to consider in the completed binding job
- list steps to ensure important features of the production control system are addressed
- identify machine manuals, safety and other documentation relevant to this task, where they are kept, and the information included in them.

## Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the converting, binding and finishing field of work and include access to relevant facilities, equipment and materials.

Assessors must satisfy NVR/AQTF assessor requirements.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=a74b7a0f-a253-47e3-8be0-5d426e24131d>