ICP50510 Diploma of Printing and Graphic Arts (Process Improvement)

Release: 2

ICP50510 Diploma of Printing and Graphic Arts (Process Improvement)

Modification History

Release	Comments
Release 2	This version released with *ICP10 Printing and Graphic Arts Training Package version 2.0.* Imported elective units updated with the most current equivalent.
Release 1	This Qualification first released with *ICP10 Printing and Graphic Arts Training Package version 1.0.*

Description

This qualification applies to individuals engaged in planning, administering and reviewing the production processes in an organisation to optimise resource use, minimise costs and maintain quality standards. They analyse and evaluate information from a variety of sources and apply solutions to improve production processes. They provide leadership and guidance to others with responsibility for the output of others.

Job Roles

- Production coordinator
- Production supervisor.

Pathways Information

Pathways into the qualification

Candidates may enter the qualification with limited or no vocational experience and without a relevant lower level qualification. However, the preferred pathway for candidates entering this qualification is one of the following qualifications:

- ICP40110 Certificate IV in Printing and Graphic Arts (Graphic Pre-press)
- ICP40210 Certificate IV in Printing and Graphic Arts (Multimedia)
- ICP40310 Certificate IV in Printing and Graphic Arts (Printing)
- ICP40410 Certificate IV in Printing and Graphic Arts (Print Finishing)
- ICP40510 Certificate IV in Printing and Graphic Arts (Mail House)
- ICP40710 Certificate IV in Printing and Graphic Arts (Process Leadership).

Licensing/Regulatory Information

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.

Entry Requirements

There are no entry requirements for this qualification.

Employability Skills Summary

The following table contains a summary of the Employability Skills required for this qualification. The Employability Skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• using a range of questioning and prompting techniques to promote team participation • writing and disseminating reports on customer service performance
Teamwork	• developing and implementing consultation processes with employees • managing strategies to facilitate effective workplace relationships
Problem solving	• adjusting costings based on discrepancies between estimated and actual costings • maximising efficiency of capital and human resources during different jobs
Initiative and enterprise	• continuously evaluating processes and recommending changes for improvement • developing strategic networks
Planning and organising	• performing strategic and operational planning • planning job sequences and workloads to ensure maximum productivity
Self-management	• adjusting own interpersonal style and methods to suit the situation • treating people with integrity, respect and empathy to develop trust and confidence
Learning	• obtaining feedback on customer satisfaction on an ongoing basis • training team members to apply the correct manual handling techniques
Technology	• using technology to assist with the management of information

Packaging Rules

Total number of units = 20 units
4 core units *plus*
9 elective units from Group A *plus*
7 elective units from Group B.

Up to **2 elective units** from Group A can be substituted for Group B elective units listed below.

4 elective units must be selected from the Group B elective units listed below.

Up to **3 Group B elective units** may be selected from the remaining elective units or from other qualifications at the same qualification level or one level higher in this Training Package or any other endorsed Training Package or accredited course.

Elective units must be relevant to the qualification level, job role, work outcome and industry requirements. Unit selection is by negotiation and mutual agreement between the employee, employer and the RTO and is based on enterprise and individual needs.

Core Units

BSBSUS501A Develop workplace policy and procedures for sustainability
ICPSU216C Inspect quality against required standards
ICPSU260C Maintain a safe work environment
ICPSU262C Communicate in the workplace

Group A Elective Units

BSBWOR501B Manage personal work priorities and professional development
BSBMGT515A Manage operational plan
BSBMGT516C Facilitate continuous improvement
BSBMGT608C Manage innovation and continuous improvement
ICPSU487C Analyse manual handling processes
ICPSU516C Set and apply quality standards
ICPSU553C Prepare production costing estimates
ICPSU554C Manage teams
ICPSU561C Implement and monitor OHS
ICPSU583C Troubleshoot and optimise the production process
ICPSU684C Determine and improve process capability

Group B Elective Units

BSBCUS501C Manage quality customer service
BSBMKG501B Identify and evaluate marketing opportunities
BSBSMB402A Plan small business finances
BSBSMB404A Undertake small business planning
BSBWOR502B Ensure team effectiveness

ICPSU485C Implement a just-in-time (JIT) system
MSACMC410A Lead change in a manufacturing environment
MSACMT440A Lead 5S in a manufacturing environment
MSACMT621A Develop a just-in-time (JIT) system
MSAENV472B Implement and monitor environmentally sustainable work practices
MSAPMSUP390A Use structured problem solving tools
TAEASS402B Assess competence
TAEDEL402A Plan, organise and facilitate learning in the workplace