



Australian Government

ICPCBF241 Set up machine for basic single or continuous folding

Release: 1

ICPCBF241 Set up machine for basic single or continuous folding

Modification History

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

Application

This unit describes the skills and knowledge required to set up a machine for basic folding. No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Converting, Binding and Finishing

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for job	1.1 Job specifications are read and interpreted from job documentation or production control 1.2 Set-up is carried out correctly in minimum time with minimum wastage 1.3 Availability of all job-related components is checked
2. Set up delivery systems	2.1 Delivery systems are set up and adjusted according to job specifications
3. Set up machine for basic single or continuous folding	3.1 Folding units are set up and adjusted according to job specifications 3.2 Folding rollers/belts/rails are set up and adjusted according to job specifications
4. Set up in-line units for basic processes	4.1 Minor in-line printing/converting/binding units are set up for basic processes and adjusted according to machine requirements

ELEMENT	PERFORMANCE CRITERIA
	and job specifications 4.2 Assistance is given setting up major in-line printing/converting/binding units
5. Conduct sample run	5.1 Material to be used for sample is organised correctly 5.2 Machine is set up and operated to produce a specified sample according to work health and safety requirements, manufacturer's specifications and enterprise procedures 5.3 Sample is visually inspected to determine adjustment requirements 5.4 Results are interpreted to determine adjustment requirements 5.5 Adjustments are carried out according to product and machine specifications

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 3.1, 3.2, 4.1, 5.2, 5.5	<ul style="list-style-type: none"> Recognises and evaluates text to establish job requirements from information contained within relevant systems
Oral Communication	4.2	<ul style="list-style-type: none"> Participates effectively in spoken interactions to confirm or clarify understanding
Navigate the world of work	5.2, 5.5	<ul style="list-style-type: none"> Complies with legislative requirements and follows organisational policies and procedures relevant to own role
Interact with others	4.2	<ul style="list-style-type: none"> Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability
Get the work done	1.1-1.3, 3.1, 3.2, 4.1, 4.2, 5.1-5.5	<ul style="list-style-type: none"> Determines priorities and sequences steps involved in clearly defined tasks Implements actions as per instructions, making slight adjustments if necessary Plans, identifies and assembles resources required to

		complete tasks <ul style="list-style-type: none"> Follows routine procedures for using digital technology by reading data from electronic monitoring and control systems
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Range of Conditions

This section specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Delivery systems MUST include EITHER:	<ul style="list-style-type: none"> reel OR <ul style="list-style-type: none"> sheet
Setting up and adjusting MUST include EITHER:	<ul style="list-style-type: none"> unwind and rewind reels webbing procedures web control systems splicing/joining reels OR <ul style="list-style-type: none"> feeder and delivery sheet pick-up and transportation transfer system sheet transfer and control system

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF241 Set up machine for basic single or continuous folding	ICPCF241C Set up machine for basic single or continuous folding	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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