



**Australian Government**

# **Assessment Requirements for ICPCBF2630 Set up and produce hand-fastened product**

**Release: 1**

# Assessment Requirements for ICPCBF2630 Set up and produce hand-fastened product

## Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 4.0.

## Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- set up equipment and produce basic hand-fastened products of different thickness and spine length to demonstrate equipment adjustment, in at least two of the following areas:
  - adhesive/thermal (drawn on cover or heated binding tape application)
  - mechanical (wire stitcher or heavy duty stapler including saddle and flat stitching)
  - hand sewing (single and multi-section books).

## Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- manufacturer specifications, enterprise procedures, and work health and safety (WHS) requirements for:
  - setting up and operating the machinery
  - cleaning and waste disposal
- the job documentation or production control system and the binding information within
- circumstances in which a machine requires adjustment
- different types of stitches, their uses and the problems associated with them, including:
  - wire stitches
  - staple stitches
  - kettle stitches
  - stab stitches
  - flat/side stitches
  - saddle stitches
- the required binding technique for a job

- the modifications required in wire stitching for different client requirements, including positioning, callipers and stitcher parts
- the care required for a neat and clean adhesive binding job
- sewing stages positioning on the book
- common sewing problems when sewing a multi-section book
- the purpose of sewing frames
- procedures to ensure hand sewing remains firmly together
- problems associated with oiling wire stitchers and improper maintenance of equipment
- measures to prevent production interruptions
- required binding results
- consequences if wire stitches are not in the right position
- manufacturer manuals, enterprise procedures and work health and safety documentation, including their location and purpose.

## Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- special purpose tools, equipment and materials.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

## Links

Companion Volume Implementation Guide is found on VETNet -

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