



**Australian Government**

# **ICPCBF3260 Undertake pre make-ready for die cutting**

**Release: 1**

# ICPCBF3260 Undertake pre make-ready for die cutting

## Modification History

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

## Application

This unit describes the skills and knowledge required to prepare cutting formes, to accommodate different complexities of cutting containing multiple images, with extremely tight registration and highly accurate cutting requirements.

It applies to individuals who perform a range of defined tasks relating to the printing and graphic arts industry, and who may also provide some leadership and guidance to others with some limited responsibility for the output of others.

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 Identify job specifications<br>1.2 Locate existing formes and collect new formes and required tooling<br>1.3 Check accuracy of cut and fold for cutting forme and tooling against master sample<br>1.4 Locate and check accuracy of centre line according to positioning and registration requirements |
| 2. Position and set up counters                  | 2.1 Locate cutting plate and prepare for counters<br>2.2 Position and set up counters on cutting plate and confirm                                                                                                                                                                                         |

| ELEMENT                                       | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                               | registration with cutting forme                                                                                                                                                                                                                                                                                                                                     |
| 3. Produce sample cut                         | 3.1 Position cutting forme and cutting plate on machine according to job requirements<br>3.2 Operate machine to produce sample according to enterprise procedures<br>3.3 Cut sample and confirm precise registration of tooling<br>3.4 Adjust forme and tooling as required according to job specifications<br>3.5 Obtain approval of sample from designated person |
| 4. Set up stripping forme and blank separator | 4.1 Position pins on stripping forme and confirm accurate removal of waste board<br>4.2 Set up blank separator according to job specifications                                                                                                                                                                                                                      |
| 5. Undertake filing procedure                 | 5.1 Allocate and record identification number for cutting formes, tooling and strippers<br>5.2 Enter information into filing system according to enterprise procedures                                                                                                                                                                                              |

## Foundation Skills

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

| Skill                   | Description                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading                 | <ul style="list-style-type: none"> <li>Identifies and interprets text to establish job requirements</li> </ul>                                                                                                                                                                                                                                                |
| Writing                 | <ul style="list-style-type: none"> <li>Gathers information from a range of sources to record using headings, instructions and layout to meet needs of audience and purpose of text</li> </ul>                                                                                                                                                                 |
| Self-management         | <ul style="list-style-type: none"> <li>Identifies and follows organisational procedures relevant to own role</li> </ul>                                                                                                                                                                                                                                       |
| Planning and organising | <ul style="list-style-type: none"> <li>Plans, identifies and assembles resources required to complete tasks</li> <li>Implements actions as per plan, making accurate adjustments as necessary</li> <li>Takes responsibility for planning and organising own workload, identifying ways of sequencing and combining elements for greater efficiency</li> </ul> |

## Unit Mapping Information

Supersedes and is equivalent to ICPCBF326 Undertake pre make-ready for die cutting.

## Links

Companion Volume Implementation Guide is found on VETNet -

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