



Australian Government

ICPCBF3410 Set up machine for complex sequenced or multiple folding

Release: 1

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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 set up a machine for complex folding. It applies to individuals who prepare material, monitor and run equipment and machinery, and apply solutions to a defined range of unpredictable problems. They may also provide 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 1.2 Set up required printing machinery according to manufacturer specifications 1.3 Confirm availability of all job components 1.4 Set up and adjust delivery systems
2. Set up machine for complex sequenced or multiple folding	2.1 Set up and adjust folding units 2.2 Set up and adjust folding rollers, belts and rails as required
3. Set up in-line units	3.1 Set up and adjust minor in-line units for basic processes

ELEMENT	PERFORMANCE CRITERIA
	according to machine requirements 3.2 Provide assistance in set-up of major in-line units
4. Conduct sample run	4.1 Operate machine according to manufacturer specifications and enterprise procedures to produce specified sample 4.2 Inspect and test proof as required according to enterprise procedures 4.3 Interpret results and make adjustments according to product and machine specifications as required

Foundation Skills

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

Skill	Description
Oral Communication	<ul style="list-style-type: none"> Participates effectively in spoken interactions to confirm or clarify requirements
Self-management	<ul style="list-style-type: none"> Identifies and follows regulatory requirements and enterprise procedures relevant to own role Implements actions according to instructions, making slight adjustments if necessary
Teamwork	<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
Planning and organising	<ul style="list-style-type: none"> Determines priorities and sequences steps involved in clearly defined, familiar tasks Plans, identifies and assembles resources required to complete tasks
Technology	<ul style="list-style-type: none"> Follows routine procedures for using digital technology by reading data from electronic monitoring and control systems

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 reel • webbing procedures • web control system • splicing/joining reels • folder and sheeter or <ul style="list-style-type: none"> • feeder and delivery system • sheet pick up system • transfer system • sheet transfer and control.

Unit Mapping Information

Supersedes and is equivalent to ICPCBF341 Set up machine for complex sequenced or multiple folding.

Links

Companion Volume Implementation Guide is found on VETNet -

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