



**Australian Government**

# **Assessment Requirements for ICPPRN282 Produce and manage basic digital print**

**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 1.0.

## Performance Evidence

Evidence of the ability to:

- accurately produce a flowchart that demonstrates FOUR examples of digital print workflows for digital printing (one basic document file, one variable data document file, one colour document file and one electronically imposed document file)
- conduct and manage a digital print run according to client specifications and work health and safety (WHS) requirements.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

## Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- name safety devices that need to be in place when working on the machine
- explain a paper misfeed, how to access and clear it
- explain potential problems with front to back registration, and if substrate weight and machine specifications do not match
- outline problems that can occur when downloading files from a digital front-end and how can they be solved, including distinguishing between problems with downloading from a digital front-end, and with the printing module
- describe action if a digital front-end loses communication with the printing module
- outline precautions to maintain fit, proportion and position of printed images, and how to ensure the machine has been calibrated to manufacturer's specifications
- outline the process if image colour is not consistent
- outline the process for ensuring correct dimensions and measurements have been set up in the pre-press stage
- identify quality issues if improper substrate handling procedures are not performed

- identify machine manuals, safety and other documentation relevant to machine operation and maintenance, where they are kept, and how to find information relating to industry software applications and other relevant sources of information
- describe the process if the incorrect version of software is loaded or needs an update
- outline actions if vital information is missing from the job ticket (manual or electronic)
- outline checks undertaken prior to set-up (availability of material, maintenance)
- outline the process if a file does not transfer correctly and what to do to correct the problem
- outline checks to ensure data is in a format that can be used in digital printing, and benefits of using electronic data rather than scanning hardcopy
- describe ways to submit a PDF file to the digital printer
- describe the process to ensure clients have correct procedures for providing electronic files
- describe the process of explaining to a client differences in colour displayed on a computer monitor compared to printed output
- outline recommendations to a client who has created an electronic file in an incompatible software application
- describe the process for estimating turnaround time for a client with a tight deadline
- describe steps for client approval of the print
- proofing and adjustment and circumstances where a job would be modified before printing
- outline situations where margins would be changed when the job reaches the printer
- name what the proof is checked against
- describe the final approval process for basic jobs
- describe the process for adjusting colour, toner/ink coverage or dealing with density problems
- outline the process if required substrate were unavailable
- name the maximum and minimum weight of substrate that can be printed on a specific machine, and maximum feeding and delivery quantities for the machine
- explain possible problems with incorrect feeding and delivery
- explain OHS procedures to follow when setting up in-line processes
- outline in-line options and on-line finishing options available on the machine
- describe the process for document finishing and client delivery
- describe various types of binding, and procedures, if the binding method required by the client is not available at your site
- outline options if the document size is too thick to staple
- describe importance of packaging of finished print work.

## Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the printing field of work and include access to special purpose tools, equipment and materials.

Assessors must satisfy NVR/AQTF assessor requirements.

## Links

Companion Volume implementation guides are found in VETNet -

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