



Australian Government

Department of Education, Employment and Workplace Relations

ICP40710 Certificate IV in Printing and Graphic Arts (Process Leadership)

Revision Number: 1

ICP40710 Certificate IV in Printing and Graphic Arts (Process Leadership)

Modification History

Not applicable.

Description

Descriptor

This qualification applies to individuals engaged in production coordination in various sectors of the printing and graphic arts industry, who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of problems, and analyse and evaluate information from a variety of sources. They provide leadership and guidance to others with some limited responsibility for the output of others.

Job Roles

Production coordinator
Production controller

Pathways Information

Qualification Pathways

Entry requirements

There are no entry requirements for this qualification.

Pathways into the qualification

Candidates may enter the qualification with limited or no vocational experience and without a relevant lower level qualification. However, the preferred pathway for candidates entering this qualification is one of the following qualifications:

- ICP30510 Certificate III in Printing and Graphic Arts (Printing)
- ICP30610 Certificate III in Printing and Graphic Arts (Screen Printing)
- ICP30710 Certificate III in Printing and Graphic Arts (Print Finishing)
- ICP30810 Certificate III in Printing and Graphic Arts (Sacks and Bags)
- ICP30910 Certificate III in Printing and Graphic Arts (Cartons and Corrugating)
- ICP31010 Certificate III in Printing and Graphic Arts (Mail House)
- ICP31110 Certificate III in Printing and Graphic Arts (Ink Manufacture).

Pathways from the qualification

At the completion of this qualification candidates could choose to enter a:

- ICP50510 Diploma of Printing and Graphic Arts (Process Improvement).
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Licensing/Regulatory Information

Licensing, legislative, regulatory or certification considerations

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.

Prerequisite Units

Code and title	Prerequisite units required
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Code and title	Prerequisite units required
ICPSU458C Monitor production workflow	ICPSU216C Inspect quality against required standards

Entry Requirements

Not applicable.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

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The following table contains a summary of the Employability Skills required for this qualification. The Employability Skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> communicating changes to production to workers in a logical and easily understood manner establishing and maintaining effective oral and written channels between staff and management
Teamwork	<ul style="list-style-type: none"> establishing effective goals for work teams and monitoring performance maintaining the production process in association with others
Problem solving	<ul style="list-style-type: none"> checking quality standards, time taken and wastage to ensure production efficiency is maintained
Initiative and enterprise	<ul style="list-style-type: none"> seeking and acting on feedback from clients and colleagues
Planning and organising	<ul style="list-style-type: none"> developing work priorities organising operations, staff and production processes
Self-management	<ul style="list-style-type: none"> assessing own skills and knowledge to determine development needs and priorities using courteous, effective, responsive and supportive communication in workplace interactions
Learning	<ul style="list-style-type: none"> accessing and completing opportunities to facilitate continuous learning and career development providing training through instruction and demonstration of work skills to team members
Technology	<ul style="list-style-type: none"> selecting and using special purpose tools, equipment and industry software packages using business technology to manage and monitor planning and scheduling of tasks

Packaging Rules

Packaging Rules

Total number of units = 19 units

Packaging Rules

4 core units, plus
4 elective units from Group A, plus
11 elective units from Group B or Group C.

Up to **2 elective units** from Group A can be substituted with Group C elective units listed below.

2 elective units only must be selected from Group B elective units. The remaining elective units must be taken from Group C elective units.

Up to **3 elective units** may be selected from the remaining elective units, or from other qualifications, at the same qualification level or one level higher, in this Training Package or any other endorsed Training Package or accredited course.

Elective units must be relevant to the qualification level, job role, work outcome and industry requirements. Unit selection is by negotiation and mutual agreement between the employee, employer and the RTO and is based on enterprise and individual needs.

Packaging Rules	
Core Units	
BSBSUS301A	Implement and monitor environmentally sustainable work practices
ICPSU216C	Inspect quality against required standards
ICPSU260C	Maintain a safe work environment
ICPSU262C	Communicate in the workplace
Group A Elective Units	
ICPSU455C	Supervise and schedule work of others
ICPSU458C	Monitor production workflow
ICPSU482C	Troubleshoot and optimise materials and machinery
ICPSU487C	Analyse manual handling processes
ICPPP484C	Set up and operate automated workflow
Group B Elective Units	
ICPKN311C	Apply knowledge of the graphic pre-press sector
ICPKN312C	Apply knowledge of printing machining
ICPKN313C	Apply knowledge and requirements of the converting, binding and finishing sector
ICPKN314C	Apply knowledge and requirements of the screen printing sector
ICPKN315C	Apply knowledge and requirements of the multimedia sector
ICPKN316C	Apply knowledge and requirements of paper and printing processes
ICPKN317C	Apply knowledge and requirements of the ink manufacturing sector
ICPKN318C	Apply knowledge and requirements of mail house operations
ICPKN319C	Apply knowledge and processes of converting paper-based products
ICPKN320C	Apply knowledge and requirements of information technology systems in the printing industry
Group C Elective Units	
BSBCUS401A	Coordinate implementation of customer service strategies
BSBMGT402A	Implement operational plan
BSBMGT403A	Implement continuous improvement
BSBWOR402A	Promote team effectiveness
BSBWOR404A	Develop work priorities
ICPCF391C	Use electronic monitoring systems (converting and finishing)
ICPPP430C	Manage colour
ICPPR491C	Use on-press monitoring of print quality
ICPPR492C	Use on-press print control devices
ICPPR493C	Set up and monitor in-line printing operations
ICPSU345C	Purchase materials and schedule deliveries
ICPSU351C	Undertake basic production scheduling
ICPSU389C	Undertake basic root cause analysis
ICPSU456C	Control production

Packaging Rules

ICPSU464C	Provide customer service and education
ICPSU485C	Implement a just-in-time (JIT) system
ICPSU486C	Mistake proof a production process
ICPSU488C	Ensure process improvements are sustained
MSACMC410A	Lead change in a manufacturing environment
MSACMT440A	Lead 5S in a manufacturing environment
MSAENV472A	Implement and monitor environmentally sustainable work practices
MSAPMSUP390A	Use structured problem solving tools
TAAASS402C	Assess competence
TAADEL301C	Provide training through instruction and demonstration of work skills
TAADEL404B	Facilitate work-based learning