



Australian Government

Department of Education, Employment and Workplace Relations

ICPPP422C Digitise complex images for reproduction

Revision Number: 1

ICPPP422C Digitise complex images for reproduction

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to undertake advanced complex colour scanning or digital capture.
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Application of the Unit

Application of the unit	This unit requires the individual to prepare an original, calibrate the scanner, and produce and evaluate scanned images that meet the technical specifications of the job.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Mount and prepare original copy	1.1. <i>Copy</i> is mounted and positioned according to scanner/artwork specifications 1.2. Crops are marked to minimise the use of disk space 1.3. Multiple copy units are correctly identified and assigned according to technical specifications
2. Set up and adjust the scanner	2.1. The scanner is calibrated and the program is set according to job specifications 2.2. Colourcast and catchlights are assessed to ensure the image is scanned according to job specifications 2.3. Adjustments are made to tone and colour correction requirements 2.4. End points are set 2.5. Scanner settings are utilised to achieve the required results for varied print processes
3. Produce and evaluate complex images	3.1. Images are scanned using appropriate software commands and scanner controls 3.2. Scanned images are evaluated for colour and grey balance, tone reproduction, cast removal and end point accuracy 3.3. Images are stored on file and displayed on monitor or <i>output</i> device according to job specifications

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- OHS in relation to operating machinery such as safely switching off machinery before cleaning is started
- communication of ideas and information by interpreting explicit and implicit requirements of the job brief
- collecting, analysing and organising information by matching constraints of production with requirements of the job brief
- planning and organising activities by ensuring scan procedure is in correct sequence
- teamwork when maintaining the production process in association with others
- mathematical ideas and techniques by calculating enlargement/reduction factors, resolutions, colour profiles and grey balances
- problem-solving skills by adjusting colour and grey balance to ensure best possible outcomes
- use of technology by using software and hardware correctly to ensure ease of subsequent processing

Required knowledge

- examples of why scanner settings need to be varied to suit subsequent printing processes or electronic output
- factors that influence selection of highlight and shadow aim points
- critical qualities of a copy that need evaluation prior to reproduction
- main points to be considered when preparing a copy for scanning
- determining grey balance requirements prior to applying colour correction
- process of determining grey balance requirements
- factors that determine the requirement for colour correction
- applying catchlight controls
- considerations that are necessary to ensure predictability and repeatability at the output stage
- methods of storage and filing of images for retrieval
- criteria used for evaluating scanned images
- selecting the file format (eg TIFF, EPS, PICT) to save the scan
- other file formats are available for saving scans and when they would be used
- manuals, safety and other documentation that are relevant to this task and where are they kept and information that is included in these documents
- other sources of information that are available

Evidence Guide

EVIDENCE GUIDE	
<p>The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>Evidence of the ability to:</p> <ul style="list-style-type: none"> scanned images should have high quality colour, grey balance, tone reproduction and cast removal the underlying skill of scanning images should be transferable across the design and pre-press sectors. It is important that the substrate for reproduction is identified and that the quality of the scanned image be suitable for the identified printing processes demonstrate an ability to find and use information relevant to the task from a variety of information sources use a medium to high-end full colour scanner (with full software capabilities) to reproduce at least TWO colour continuous tone originals with different contrast characteristics and ONE rescreen according to the listed Performance Criteria.
Context of and specific resources for assessment	<p>Assessment must ensure:</p> <ul style="list-style-type: none"> assessment may take place on the job, off the job or a combination of these. Off the job assessment must be undertaken in a closely simulated workplace environment it is expected that special purpose tools, equipment and industry software packages will be used where appropriate.
Method of assessment	<p>A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:</p> <ul style="list-style-type: none"> direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.
Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.</p>

Range Statement

RANGE STATEMENT	
<p>The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.</p>	
<i>Input/copy</i> may include:	<ul style="list-style-type: none"> transparency (positive and negative) reflection and re-screens for mono, RGB, CMYK evaluation, preparation and mounting.
<i>Output</i> may include:	<ul style="list-style-type: none"> film, disk, proof.
<i>Capture</i> may include:	<ul style="list-style-type: none"> flat-bed or drum scanner with full colour capabilities.
<i>Manipulation/edit</i> may include:	<ul style="list-style-type: none"> software to achieve programming and functional control to suit various printing processes and copy specifications.
<i>Quality standards</i> may include:	<ul style="list-style-type: none"> should meet client requirements and enterprise and industry standards.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Pre-press
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Co-requisite units

Co-requisite units	

