



Australian Government

Department of Education, Employment and Workplace Relations

ICPPR383C Prepare for personalised digital printing

Revision Number: 1

ICPPR383C Prepare for personalised digital printing

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to set up a digital printing press for personalised data printing.
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Application of the Unit

Application of the unit	This unit requires the individual to produce personalised digital print runs that involve setting the data files and ensuring the correct sequence.
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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

<p>Elements describe the essential outcomes of a unit of competency.</p>	<p>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.</p>
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Identify the job specifications	1.1. All details required for the job are checked and confirmed against <i>job specifications</i> 1.2. The <i>correct materials</i> are checked and are available for the job 1.3. Printing equipment is checked that it is operating efficiently and safely 1.4. Post-printing requirements are accurately identified according to job specifications 1.5. The correct data files are accessed and data conforms to the job specifications
2. Set data requirements	2.1. Data files are set up and required dynamic links operate correctly and settings conform to the job specifications 2.2. Data is in the correct sequence required for the run 2.3. Data is checked to ensure it is uncorrupted
3. Set machine quality	3.1. Work area is safe and ready for production 3.2. The digital <i>printing machine</i> is set to run efficiently and safely 3.3. The image is complete, sharp, of the required strength, free from contamination and in register 3.4. Output can be achieved at the required quality standard and at the required speed 3.5. A sample from the machine is produced and checked for conformance to the job specifications 3.6. Adjustments are made when specifications are not met 3.7. If adjustments involve changes to materials, costs or time, supervisor or client are informed and approval secured 3.8. Set up is complete before the deadline for the start of production

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 placing data in the correct sequence required for the run
- collecting, analysing and organising information by identifying the requirements of the job
- planning and organising activities by correctly identifying post-printing requirements
- teamwork when maintaining the production process in association with others
- mathematical ideas and techniques by checking data, where relevant, to ensure it is uncorrupted
- problem-solving skills by making adjustments to the machine when production standards are not met
- use of technology by setting up a digital printing press for variable data printing

Required knowledge

- job requirements
- information sources
- workflow
- printing machines
- result prediction
- data interpretation
- data interpretation
- data retrieval

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"> manage and adjust the digital data to conform to print requirements prior to digital printing and produce personalised digital print runs that involve setting the data files and ensuring the correct sequence for valid and reliable assessment of this unit, evidence should be gathered over a period of time through a range of methods for assessment to indicate consistent performance evidence for assessment may be gathered from assessment of the unit of competency alone or through an integrated assessment activity.
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 digital printer.
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>Job specifications</i> may include:	<ul style="list-style-type: none"> • job sheets, batch processing orders, job specs.
<i>Correct materials</i> may include:	<ul style="list-style-type: none"> • glues, papers, coated and uncoated, pre-printed.
<i>Printing machine</i> may include:	<ul style="list-style-type: none"> • production speeds, at least 30 duplex pages per minute, and quality of at least 600 dpi.
<i>Personalised</i> may include:	<ul style="list-style-type: none"> • involves the recipient's name and/address at least once.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Printing
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Co-requisite units

Co-requisite units		