



ICP Printing and Graphic Arts Training Package

Companion Volume Implementation Guide (Version 4.1)





Disclaimer

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This Implementation Guide is designed to assist registered training organisations (RTOs), trainers, assessors and workplaces in understanding the purpose and use of ICP Printing and Graphic Arts Training Package (Version 4.1).

*The Implementation Guide is divided into three sections. The first section is **Overview information** that provides detailed information about the training package and its components, mapping and version control and modification history. The second section is **Implementation information** designed to assist assessors, trainers, RTOs and enterprises in implementing the training package. This section focuses on training package pathways, occupational outcomes, access, equity and health and safety. The third section contains **Links** to such things as resources and contact details.*

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Overview information

Version control and modification history

Version number	Release date	Comments
Version 4.1	July 2021	The following ICP components have been deleted as directed by the AISC. The training products below were identified as having zero enrolments over the last three years. Units of competency 17 units of competency were deleted as directed by the AISC. • ICPCBF211 Set up and run machine for sewing • ICPCBF235 Set up machine for basic rotary cutting • ICPCBF236 Produce basic rotary cut product • ICPPRN422 Produce specialised gravure printed product • ICPPRN432 Produce specialised lithographic printed product • ICPPRN442 Produce specialised pad printed product • ICPPRN452 Produce specialised relief printed product • ICPPRN471 Set up for complex coating • ICPPRN472 Produce complex coated product • ICPPRN491 Use on-press monitoring of print quality • ICPPRN492 Use on-press print control devices • ICPPRN513 Set up for specialised flexographic printing • ICPPRN521 Set up for specialised gravure printing • ICPPRN531 Set up for specialised lithographic printing • ICPPRN541 Set up for specialised pad printing • ICPPRN551 Set up for specialised relief printing • ICPPRN552 Manage digital workflow. Minor changes as an SSO upgrade: Qualifications Minor updates were made to six qualifications which contained at least one of the units of competency listed above and/or required corrections to typographical errors. • ICP20120 Certificate II in Printing and Graphic Arts • ICP31220 Certificate III in Printing • ICP31320 Certificate III in Print Binding, Finishing and Packaging • ICP31420 Certificate III in Prepress Graphic Design Production • ICP40120 Certificate IV in Printing and Graphic Arts Management • ICP50120 Diploma of Printing and Graphic Arts Business Management.

Version number	Release date	Comments
Version 4.0	December 2019	Six revised qualifications: • ICP20120 Certificate II in Printing and Graphic Arts • ICP31220 Certificate III in Printing • ICP31320 Certificate III in Print Binding, Finishing and Packaging • ICP31420 Certificate III in Prepress Graphic Design Production • ICP40120 Certificate IV in Printing and Graphic Arts Management • ICP50120 Diploma of Printing and Graphic Arts Business Management Two deleted qualifications: • ICP31015 Certificate IV in Printing and Graphic Arts (Mail House) • ICP40815 Certificate IV in ePublishing Three revised skill sets: • ICPSS00001 Digital Fundamentals Skill Set • ICPSS00003 Digital Colour Skill Set • ICPSS00004 Advanced Digital Colour Skill Set Eight new skill sets: • ICPSS00005 Digital Printing Skill Set • ICPSS00006 Gravure Printing Skill Set • ICPSS00007 Flexographic Printing Skill Set • ICPSS00008 Lithographic Printing Skill Set • ICPSS00009 Pad Printing Skill Set • ICPSS00010 Relief Printing Skill Set • ICPSS00011 Screen Printing Skill Set • ICPSS00012 Graphic Design for Print Skill Set 159 revised units of competency (see mapping table) 70 units of competency deleted (see mapping table) Three new units of competency: • ICPSUP4160 Manage quality in a production environment • ICPSUP4600 Manage a safe work environment • ICPSUP4620 Facilitate communication in the workplace
Version 3.0	December 2018	1 new unit of competency • ICPPTD304 Apply problem solving techniques to 3D printing maintenance and operation 3 revised units of competency • ICPPTD301 Manipulate 3D files in preparation for 3D printing

Version number	Release date	Comments
		- ICPPTD302 Set up and produce 3D prints - ICPPTD303 Set up and produce 3D scans 1 revised skill set - ICPSS00002 3D Print Fundamentals Skill Set
Version 2.0	January 2016	Includes review of the following sectors: 3D Printing (3 new units of competency and 1 new skill set) - Certificate III Review (3 revised and converged qualifications to replace 11 qualifications and 1 revised and converged unit of competency to replace 11 units of competency) - Industry Skills Council (ISC) upgrade to update unit lists and correct typographical errors
Version 1.1	April 2015	Industry Skills Council (ISC) upgrade to correct mapping errors
Version 1.0	March 2015	Primary release of restructured <i>ICP Printing and Graphic Arts Training Package</i>. This release of the <i>ICP Printing and Graphic Arts Training Package</i> contains 16 Qualifications, 1 Skill Set, 288 native Units of Competency (including 286 units that have been updated for the Standards for Training Packages and 2 new units), and 164 imported units Digital literacy qualification and skill set added

Who is this Guide for?

The Implementation Guide is designed to assist assessors, trainers, registered training organisations (RTOs) and enterprises to deliver nationally endorsed industry training packages.

Nationally endorsed training packages are developed to meet the *Standards for Training Packages 2012* ratified by Commonwealth and state/territory ministers, and their two accompanying policies.

As well as information relevant to all training packages, it provides specific information and advice about the history, structure, key features and application of the *ICP Printing and Graphic Arts Training Package*.

What is in the Guide?

This *ICP Printing and Graphic Arts Training Package* Implementation Guide provides:

- information relevant to all training packages
- lists of qualifications, skill sets and units of competency
- mapping information for qualifications, skill sets and units of competency specific information and advice about the history, structure, key features and application of the *ICP Printing and Graphic Arts Training Package*.

What is a training package?

A training package is a set of nationally endorsed qualifications, units of competency and their assessment requirements developed for a specific industry or sector. A training package:

- specifies the skills and knowledge required to perform effectively in the workplace
- provides consistent components for training, assessing or recognising skills
- enables nationally recognised qualifications to be awarded through direct assessment of workplace competencies

- promotes flexible modes of training to suit individual and industry requirements
- encourages learning and assessment in a work-related environment that leads to verifiable workplace outcomes may also provide support materials.

While a training package *does* specify workplace skills and knowledge requirements, it *does not* suggest how a learner should be trained. Users of training packages, such as trainers or assessors, must develop learning and assessment strategies that support the needs of their particular learners.

Components of PwC's Skills for Australia training packages

Training packages consist of the following endorsed components.

- **Qualifications** that consist of units of competency packaged into meaningful groups to meet workplace roles and aligned to vocational qualification levels identified in the Australian Qualifications Framework (AQF).
- **Units of competency** that specify the standards of performance required in the workplace.
- **Assessment requirements** that specify the performance evidence, knowledge evidence and conditions for assessment for each unit of competency.
- **Credit arrangements** which specify details of existing credit arrangements between vocational and higher education qualifications in accordance with the AQF. Currently no credit arrangements exist between any PwC's Skills for Australia training package qualifications and higher education qualifications.

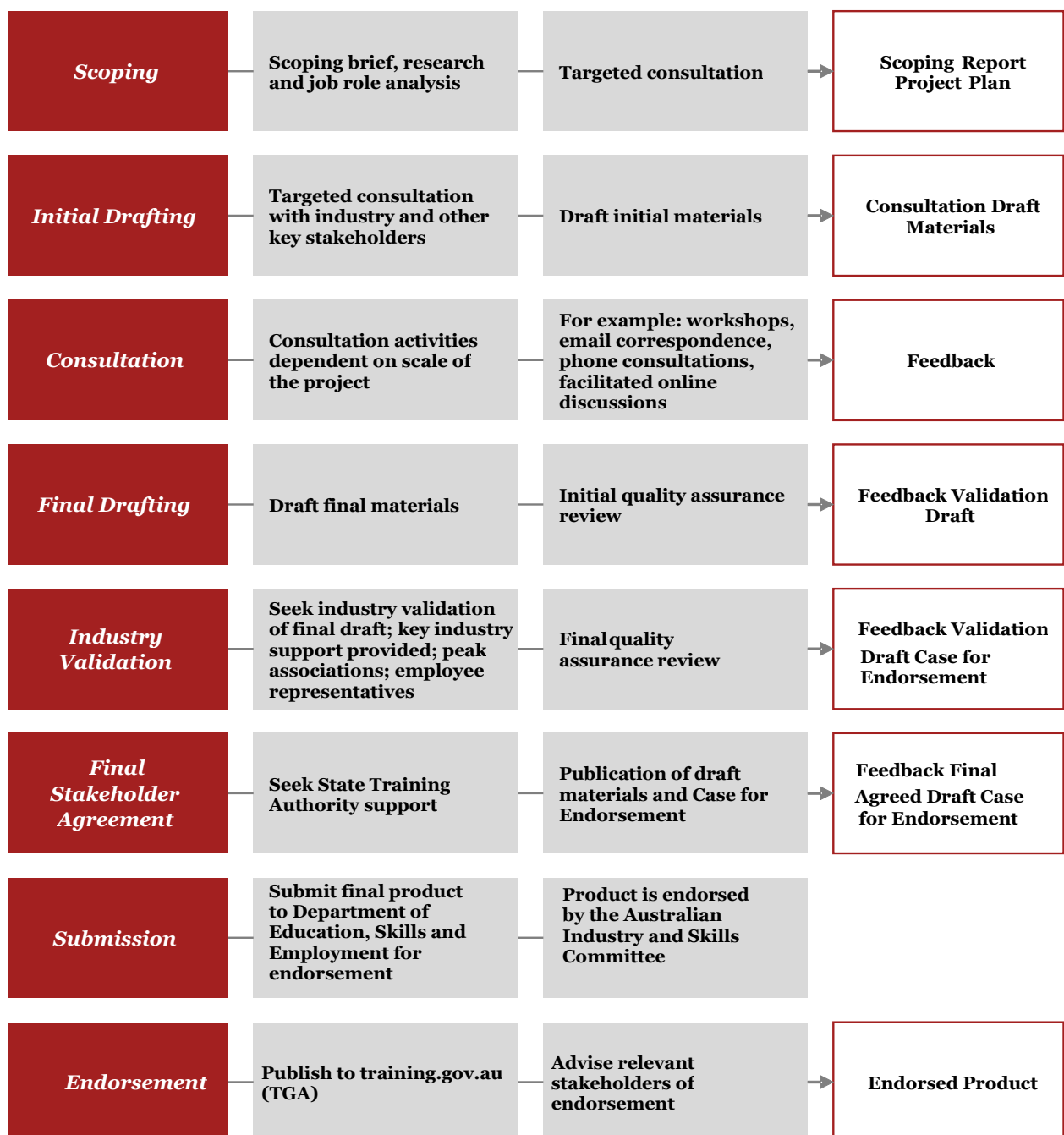
Training packages may also include non-endorsed components.

- **Skill sets**, which are groups of endorsed units of competency that address a defined industry need or licensing or regulatory requirement.
- **Companion volumes** (including this Implementation Guide), which provide support for delivery and assessment.
- **User guides**, which provide information about specific components.

Training package development and endorsement process

Nationally endorsed training packages are developed to meet the *Standards for Training Packages* 2012 ratified by Commonwealth and state/territory ministers, and their two accompanying policies. More information about training package standards and policies is available on the Department of Education, Skills and Employment websites: <https://www.education.gov.au/> and <https://docs.employment.gov.au/documents/training-package-development-and-endorsement-process-policy-0>

Training packages are developed to meet the training needs of specific industries and sectors. They differ from education and training courses in that they must be created with industry involvement and extensive national consultation. They are regularly reviewed through a continuous improvement cycle and updated to ensure they remain current and relevant. The following diagram demonstrates PwC's Skills for Australia development/review process.



Who can deliver and assess a qualification?

For the purpose of national recognition, delivery and assessment must be conducted by an RTO with the qualifications or specific units of competency on its scope of registration.

All RTOs must comply with the requirements set out in applicable national frameworks and standards. The current registering bodies, frameworks and standards, and which type of RTO they apply to, are shown in the table on the following page. Users of this Implementation Guide are advised to check the applicable standards for their particular circumstances.

More information relevant to RTO compliance requirements can be found at:

<http://www.asqa.gov.au/about/australias-vet-sector/vet-quality-framework>

RTOs must make sure that training and assessment complies with the relevant standards. This includes ensuring that training delivery and assessment is conducted by those who:

- have the necessary training and assessment competencies
 - have the relevant vocational competencies at least to the level being delivered or assessed
 - can demonstrate current industry skills directly relevant to the training/assessment being delivered
- continue to develop their vocational education and training (VET) knowledge and skills, industry currency and trainer/assessor competence.

In some cases, RTOs may need to use team-based or collaborative approaches to bring together all the necessary skills and knowledge to train and assess the full range of skills within a program of vocational training. All assessment decisions about competence must be made by a qualified assessor.

Check for specific assessor requirements in the *Assessment conditions* section of the assessment requirements for the unit of competency.

Summary of Frameworks and Standards for RTOs

Registering body	Standards	Applicable RTOs
Australian Skills Quality Authority (ASQA)	Standards for Registered Training Organisations (RTOs) 2015	RTOs that deliver training in the Australian Capital Territory, New South Wales, the Northern Territory, South Australia, Queensland, or Tasmania RTOs in Victoria and Western Australia that offer training to overseas students and/or students (including online courses) in the Australian Capital Territory, New South Wales, the Northern Territory, South Australia, Queensland, or Tasmania
Training Accreditation Council (WA TAC)	Standards for Registered Training Organisations (RTOs) 2015	RTOs that deliver vocational education and training solely in Western Australia and do not intend to apply to be registered on the Commonwealth Register of Institutions and Courses for Overseas Learners (CRICOS)
Victorian Registration and Qualifications Authority (VRQA)	AQTF Essential Conditions and Standards for Initial Registration AQTF Essential Conditions and Standards for Continuing Registration VRQA Guidelines for VET Providers	RTOs that deliver vocational education and training solely in Victoria and/or Western Australia and do not intend to apply to be registered on the Commonwealth Register of Institutions and Courses for Overseas Learners (CRICOS)

List of AQF qualifications, skill sets and units of competency in ICP Printing and Graphic Arts Training Package

The ICP Printing and Graphic Arts Training Package contains:

- 6 AQF-aligned qualifications
- 12 skill sets
- 199 native units of competency

List of qualifications in ICP Printing and Graphic Arts Training Package

Qualifications in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICP20120	Certificate II in Printing and Graphic Arts
ICP31220	Certificate III in Printing
ICP31320	Certificate III in Print Binding, Finishing and Packaging
ICP31420	Certificate III in Prepress Graphic Design Production
ICP40120	Certificate IV in Printing and Graphic Arts Management
ICP50120	Diploma of Printing and Graphic Arts Business Management

List of skill sets in ICP Printing and Graphic Arts Training Package

Skill sets in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPSS00001	Digital Fundamentals Skill Set
ICPSS00002	3D Print Fundamentals Skill Set
ICPSS00003	Digital Colour Skill Set
ICPSS00004	Advanced Digital Colour Skill Set
ICPSS00005	Digital Printing Skill Set
ICPSS00006	Gravure Printing Skill Set
ICPSS00007	Flexographic Printing Skill Set
ICPSS00008	Lithographic Printing Skill Set
ICPSS00009	Pad Printing Skill Set
ICPSS00010	Relief Printing Skill Set
ICPSS00011	Screen Printing Skill Set
ICPSS00012	Graphic Design for Print Skill Set

List of units of competency in ICP Printing and Graphic Arts Training Package

Units of competency in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPCBF2140	Set up single-faced web
ICPCBF2160	Set up double-faced web
ICPCBF2180	Produce basic folded and glued cartons
ICPCBF220	Produce basic converted or finished product

Units of competency in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPCBF2210	Set up and produce basic guillotined product
ICPCBF2250	Set up machine for basic flat-bed die cutting or embossing
ICPCBF2260	Produce basic flat-bed die cut or embossed product
ICPCBF2270	Set up machine for basic rotary die cutting or embossing
ICPCBF228	Produce basic rotary die cut or embossed product
ICPCBF2310	Set up machine for basic flat-bed cutting
ICPCBF2320	Produce basic flat-bed cut product
ICPCBF2410	Set up machine for basic folding
ICPCBF2420	Produce basic folded product
ICPCBF2430	Set up machine for basic collating or inserting (sheet/section)
ICPCBF2440	Produce basic collated or inserted (sheet/section) product
ICPCBF2450	Set up and produce hand-collated or inserted product
ICPCBF2610	Set up machine for basic adhesive, mechanical or thermal fastening
ICPCBF2620	Produce basic adhesive, mechanical or thermal fastened product
ICPCBF2630	Set up and produce hand-fastened product
ICPCBF2810	Set up machine for basic laminating
ICPCBF2820	Produce basic laminated product
ICPCBF297	Clean sack and bag machines
ICPCBF2980	Run and monitor sack and bag machines
ICPCBF301	Run and monitor in-line bottom making machine for sack or bag manufacture
ICPCBF302	Set up and monitor in-line scoring, folding and gluing machine for sack or bag manufacture
ICPCBF303	Run and monitor envelope manufacturing machines
ICPCBF3050	Produce single-faced web
ICPCBF3060	Set up machine for basic carton folding and gluing
ICPCBF3070	Produce double-faced web
ICPCBF3090	Produce complex folded and glued cartons
ICPCBF3200	Produce complex converted or finished product
ICPCBF3210	Set up and produce complex guillotined product
ICPCBF3260	Undertake pre make-ready for die cutting
ICPCBF3270	Set up machine for complex rotary die cutting or embossing
ICPCBF3280	Produce complex rotary die cut or embossed product
ICPCBF3410	Set up machine for complex sequenced or multiple folding
ICPCBF3420	Produce complex sequenced or multiple folded product
ICPCBF3430	Set up machine for complex collating
ICPCBF3440	Produce complex collated or inserted product
ICPCBF3610	Set up machine for complex adhesive, mechanical or sewn fastening
ICPCBF3620	Produce complex adhesive, mechanical or sewn fastened product
ICPCBF3690	Set up and produce hand-made box

Units of competency in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPCBF3710	Decorate paper
ICPCBF3810	Set up machine for complex laminating
ICPCBF3820	Produce complex laminated product
ICPCBF3910	Use electronic monitoring systems (converting and finishing)
ICPCBF3950	Set up and operate folder gluer machine
ICPCBF399	Set up in-line tube making machine for sack or bag manufacture
ICPCBF4100	Set up machine for complex carton folding and gluing
ICPCBF425	Set up machine for complex flat-bed die cutting or embossing
ICPCBF4260	Produce complex flat-bed die cut or embossed product
ICPCBF465	Set up and produce hand-bound book
ICPCBF467	Restore books
ICPDMT2630	Access and use the Internet
ICPDMT2960	Create and test interactive storage devices
ICPDMT3210	Capture digital images
ICPDMT3220	Edit digital images
ICPDMT3440	Manipulate and incorporate audio into multimedia presentations
ICPDMT3460	Incorporate video into multimedia presentations
ICPDMT581	Manage multimedia production
ICPDMT582	Manage multimedia projects
ICPKNW3220	Develop and apply knowledge of the printing and graphic arts industry
ICPPRN2110	Mount and proof flexographic plates for basic printing
ICPPRN2140	Produce basic flexographic printed product
ICPPRN2220	Produce basic gravure printed product
ICPPRN2320	Produce basic lithographic printed product
ICPPRN2420	Produce basic pad printed product
ICPPRN2610	Set up for foil stamping
ICPPRN262	Produce foil stamped product
ICPPRN271	Set up for basic coating
ICPPRN272	Produce basic coated product
ICPPRN2820	Produce and manage basic digital print
ICPPRN2830	Use digital media consumables
ICPPRN284	Use colour management systems
ICPPRN2850	Use digital workflow
ICPPRN2860	Finish a digital product
ICPPRN2870	Use digital processes
ICPPRN2880	Produce basic relief printed product
ICPPRN3130	Set up for basic flexographic printing
ICPPRN3140	Produce complex flexographic printed product
ICPPRN3210	Set up for basic gravure printing

Units of competency in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPPRN3220	Produce complex gravure printed product
ICPPRN3310	Set up for basic lithographic printing
ICPPRN3320	Produce complex lithographic printed product
ICPPRN3410	Set up for basic pad printing
ICPPRN3420	Produce complex pad printed product
ICPPRN3820	Produce and manage complex digital print
ICPPRN3830	Prepare for personalised digital printing
ICPPRN3840	Set up and produce basic digital print
ICPPRN3850	Apply software applications to digital production
ICPPRN3860	Troubleshoot digital media
ICPPRN3870	Use colour management for production
ICPPRN3880	Preflight and import complex images for digital devices
ICPPRN3890	Manage digital files
ICPPRN3900	Generate proofs for digital production
ICPPRN3920	Set up and produce specialised digital print
ICPPRN3930	Set up for basic relief printing
ICPPRN3940	Produce complex relief printed product
ICPPRN4110	Mount and demount flexographic plates for complex printing
ICPPRN4130	Set up for complex flexographic printing
ICPPRN4140	Produce specialised flexographic printed product
ICPPRN4210	Set up for complex gravure printing
ICPPRN4310	Set up for complex lithographic printing
ICPPRN4410	Set up for complex pad printing
ICPPRN4510	Set up for complex relief printing
ICPPRN4840	Prepare for variable data printing
ICPPRN4930	Set up and monitor in-line printing operations
ICPPRN4940	Apply advanced software applications to digital production
ICPPRN4950	Set up and use complex colour management for production
ICPPRN4960	Set up and produce complex digital print
ICPPRN4970	Work with digital information
ICPPRN4980	Adapt digital content for publication on different devices
ICPPRP2110	Develop basic design concepts
ICPPRP2210	Select and apply type
ICPPRP224	Produce pages using a page layout application
ICPPRP2250	Produce graphics using graphics applications
ICPPRP2320	Electronically combine and assemble data for page layouts
ICPPRP2520	Output images
ICPPRP2600	Proof images
ICPPRP2660	Produce relief plates

Units of competency in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPPRP2670	Produce offset lithographic plates
ICPPRP2680	Produce flexographic photopolymer plates
ICPPRP281	Design basic carton
ICPPRP2840	Produce PDF files for online and screen display
ICPPRP2860	Scan images for reproduction
ICPPRP2970	Transfer digital files
ICPPRP3110	Develop detailed design concepts
ICPPRP3210	Produce typographic images
ICPPRP3220	Digitise images for reproduction
ICPPRP3240	Create pages using page layout applications
ICPPRP3250	Create graphics using graphics applications
ICPPRP333	Electronically combine complex images
ICPPRP3340	Prepare imposition format for printing processes
ICPPRP3820	Produce computer images for screen printing
ICPPRP3850	Operate databases for digital printing
ICPPRP386	Undertake digital proofing
ICPPRP3960	Generate high-end PDF files
ICPPRP411	Undertake a complex design brief
ICPPRP4210	Compose and evaluate typography
ICPPRP422	Digitise complex images for reproduction
ICPPRP4230	Apply colour to design briefs
ICPPRP4300	Manage colour
ICPPRP4350	Generate complex imposition
ICPPRP4840	Set up and operate automated workflow
ICPPRP4940	Develop document content and structure
ICPPTD301	Manipulate 3D files in preparation for 3D printing
ICPPTD302	Set up and produce 3D prints
ICPPTD303	Set up and produce 3D scans
ICPPTD304	Apply problem solving techniques to 3D printing maintenance and operation
ICPSCP2150	Prepare screen
ICPSCP2210	Prepare substrate
ICPSCP2330	Manually prepare direct emulsion stencil
ICPSCP2700	Manually prepare and produce screen prints
ICPSCP2710	Manually produce basic screen prints
ICPSCP2730	Semi-automatically produce basic screen prints
ICPSCP2750	Automatically produce basic screen prints
ICPSCP2810	Finish screen print products
ICPSCP2820	Prepare film for basic screen printing
ICPSCP3110	Reclaim screen manually

Units of competency in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPSCP339	Prepare stencil using direct projection method
ICPSCP3510	Prepare machine and drying/curing unit
ICPSCP3710	Manually produce complex screen prints
ICPSCP3730	Semi-automatically produce complex screen prints
ICPSCP374	Operate a semi-automatic screen printing machine
ICPSCP3760	Operate an automatic screen printing machine
ICPSCP382	Produce computer image for screen printing
ICPSCP3830	Prepare film for complex screen printing
ICPSUP2010	Prepare, load and unload reels and cores on and off machine
ICPSUP2020	Prepare, load and unload product on and off machine
ICPSUP2030	Prepare and maintain the work area
ICPSUP2070	Prepare machine for operation (basic)
ICPSUP2080	Operate and monitor machines (basic)
ICPSUP2110	Prepare inks and additives
ICPSUP2160	Inspect quality against required standards in a production environment
ICPSUP2210	Pack and dispatch product
ICPSUP2360	Lift and shift loads mechanically
ICPSUP2410	Undertake warehouse materials processing
ICPSUP2430	Reconcile process outputs
ICPSUP2600	Maintain a safe work environment
ICPSUP2620	Communicate in the workplace
ICPSUP2630	Perform basic industry calculations
ICPSUP271	Provide basic instruction for a task
ICPSUP2800	Enter data into electronic systems
ICPSUP2810	Use computer systems in the printing and graphic arts sectors
ICPSUP2820	Undertake basic machine maintenance
ICPSUP311	Prepare ink and additives (advanced)
ICPSUP3210	Pack and dispatch (advanced)
ICPSUP3230	Dispose of waste
ICPSUP3420	Undertake inventory procedures
ICPSUP351	Undertake basic production scheduling
ICPSUP352	Plan operational processes
ICPSUP3570	Apply quick changeover procedures
ICPSUP4160	Manage quality in a production environment
ICPSUP4600	Manage a safe work environment
ICPSUP4620	Facilitate communication in the workplace
ICPSUP482	Troubleshoot and optimise materials and machinery
ICPSUP488	Ensure process improvements are sustained
ICPSUP553	Prepare production costing estimates

Units of competency in ICP Printing and Graphic Arts Training Package (Version 4.1)	
Code	Title
ICPSUP583	Troubleshoot and optimise the production process

Mapping to previous version of the training package

Mapping information can be useful for delivery and assessment as it:

- explains the extent of changes to assist users in identifying how previous training materials can be adapted
- shows whether the outcomes of the previous and current versions are equivalent or not equivalent
- shows newly created components as well as any components deleted from the training package.

Key to mapping tables below		
E	Equivalent	Where the workplace outcomes of the superseded and superseding training package components are equivalent.
N/A	Not applicable	Where mapping information is not applicable. Minor updates do not require an equivalence determination.
NE	Not equivalent	Where a training package component is superseded, and the workplace outcome of the component has changed.
NC	Newly created	Where the training package component has been created to address an emerging skill or task required by industry.
D	Deleted	Where a training package component is deleted as the skill or task is no longer required by industry.

Qualification mapping

The table below maps those *ICP Printing and Graphic Arts Training Package* qualifications affected by the update from Version 4.0 to Version 4.1.

Qualification mapping information: Version 4.0 to Version 4.1			
Code and title ICP Version 4.0	Code and title ICP Version 4.1	Comments	Equivalence to previous
ICP20120 Certificate II in Printing and Graphic Arts (Release 1)	ICP20120 Certificate II in Printing and Graphic Arts (Release 2)	Removed elective units of competency that were deleted due to zero enrolments over a three year period. Updated to fix typographical errors.	N/A
ICP31220 Certificate III in Printing (Release 1)	ICP31220 Certificate III in Printing (Release 2)	Removed elective units of competency that were deleted due to zero enrolments over a three year period. Updated to fix typographical errors. Elective units amended to reflect skills required by workers in the printing and graphic arts industry.	N/A
ICP31320 Certificate III in Print Binding, Finishing and Packaging (Release 1)	ICP31320 Certificate III in Print Binding, Finishing and Packaging (Release 2)	Removed elective units of competency that were deleted due to zero enrolments over a three year period. Updated to fix typographical errors. Elective units amended to reflect skills required by workers in the printing and graphic arts industry.	N/A
ICP31420 Certificate III in Prepress Graphic Design Production (Release 1)	ICP31420 Certificate III in Prepress Graphic Design Production (Release 2)	Updated to fix typographical errors. Elective units amended to reflect skills required by workers in the printing and graphic arts industry.	N/A

Qualification mapping information: Version 4.0 to Version 4.1			
Code and title ICP Version 4.0	Code and title ICP Version 4.1	Comments	Equivalence to previous
ICP40120 Certificate IV in Printing and Graphic Arts Management (Release 1)	ICP40120 Certificate IV in Printing and Graphic Arts Management (Release 2)	Removed elective units of competency that were deleted due to zero enrolments over a three year period. Updated to fix typographical errors. Elective units amended to reflect skills required by workers in the printing and graphic arts industry.	N/A
ICP50120 Diploma of Printing and Graphic Arts Business Management (Release 1)	ICP50120 Diploma of Printing and Graphic Arts Business Management (Release 2)	Removed elective units of competency that were deleted due to zero enrolments over a three year period. Updated to fix typographical errors. Elective units amended to reflect skills required by workers in the printing and graphic arts industry.	N/A

No further qualifications were created, deleted or changed in the update from Version 4.0 to Version 4.1. Those qualifications not included in the mapping table above are listed in the 'Qualifications in ICP Printing and Graphic Arts Training Package' table.

Unit mapping

The table below maps those *ICP Printing and Graphic Arts Training Package* units of competency affected by the update from Version 4.0 to Version 4.1.

Unit mapping information: Version 4.0 to Version 4.1			
Code and title ICP Version 4.0	Code and title ICP Version 4.1	Comments	Equivalence to previous
ICPCBF211 Set up and run machine for sewing	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPCBF235 Set up machine for basic rotary cutting	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPCBF236 Produce basic rotary cut product	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN422 Produce specialised gravure printed product	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN432 Produce specialised lithographic printed product	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D

Unit mapping information: Version 4.0 to Version 4.1			
Code and title ICP Version 4.0	Code and title ICP Version 4.1	Comments	Equivalence to previous
ICPPRN442 Produce specialised pad printed product	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN452 Produce specialised relief printed product	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN471 Set up for complex coating	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN472 Produce complex coated product	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN491 Use on-press monitoring of print quality	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN492 Use on-press print control devices	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN513 Set up for specialised flexographic printing	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN521 Set up for specialised gravure printing	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN531 Set up for specialised lithographic printing	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN541 Set up for specialised pad printing	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN551 Set up for specialised relief printing	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D
ICPPRN552 Manage digital workflow	N/A	Deleted - deletion directed by the AISC due to zero enrolments for a three year period.	D

No further units of competency were created, deleted or changed in the update from Version 4.0 to Version 4.1. Those units of competency not included in the above mapping table are listed in the 'Units in ICP Printing and Graphic Arts Training Package' table.

The 'Compare Content Tool' available on the *training.gov.au* (TGA) website allows users to access more detailed information on changes between training product versions. To watch a video on how to use this tool visit <https://www.youtube.com/watch?v=EjhNe3Bu0H4>.

Imported units in the training package

A range of units of competency has been imported into *ICP Printing and Graphic Arts Training Package* to provide greater flexibility, choice and transferability of skills within the industry.

Imported units of competency in ICP Printing and Graphic Arts Training Package Version 4.1 qualifications		
Code	Title	Host Training Package
AUMAQA001	Apply quality assurance techniques	AUM Automotive Manufacturing
BSBCMM401	Make a presentation	BSB Business Services
BSBCUS201	Deliver a service to customers	BSB Business Services
BSBCUS301	Deliver and monitor a service to customers	BSB Business Services
BSBCUS401	Coordinate implementation of customer service strategies	BSB Business Services
BSBCUS501	Manage quality customer service	BSB Business Services
BSBDES302	Explore and apply the creative design process to 2D forms	BSB Business Services
BSBDES601	Manage design realisation	BSB Business Services
BSBFLM309	Support continuous improvement systems and processes	BSB Business Services
BSBINN201	Contribute to workplace innovation	BSB Business Services
BSBINN301	Promote innovation in a team environment	BSB Business Services
BSBIPR401	Use and respect copyright	BSB Business Services
BSBIPR601	Develop and implement strategies for intellectual property management	BSB Business Services
BSBITU306	Design and produce business documents	BSB Business Services
BSBLDR403	Lead team effectiveness	BSB Business Services
BSBMGT402	Implement operational plan	BSB Business Services
BSBMGT403	Implement continuous improvement	BSB Business Services
BSBMGT516	Facilitate continuous improvement	BSB Business Services
BSBMGT517	Manage operational plan	BSB Business Services
BSBMGT608	Manage innovation and continuous improvement	BSB Business Services
BSBMKG401	Profile the market	BSB Business Services
BSBMKG413	Promote products and services	BSB Business Services
BSBMKG501	Identify and evaluate marketing opportunities	BSB Business Services
BSBPMG409	Apply project scope management techniques	BSB Business Services
BSBPRO401	Develop product knowledge	BSB Business Services
BSBREL401	Establish networks	BSB Business Services
BSBREL402	Build client relationships and business networks	BSB Business Services
BSBSLS407	Identify and plan sales prospects	BSB Business Services
BSBSLS408	Present, secure and support sales solutions	BSB Business Services
BSBSLS501	Develop a sales plan	BSB Business Services
BSBSMB301	Investigate micro business opportunities	BSB Business Services
BSBSMB402	Plan small business finances	BSB Business Services
BSBSMB403	Market the small business	BSB Business Services

Imported units of competency in ICP Printing and Graphic Arts Training Package Version 4.1 qualifications		
Code	Title	Host Training Package
BSBSMB404	Undertake small business planning	BSB Business Services
BSBSUS201	Participate in environmentally sustainable work practices	BSB Business Services
BSBSUS401	Implement and monitor environmentally sustainable work practices	BSB Business Services
BSBSUS501	Develop workplace policy and procedures for sustainability	BSB Business Services
BSBWOR301	Organise personal work priorities and development	BSB Business Services
BSBWOR404	Develop work priorities	BSB Business Services
BSBWOR501	Manage personal work priorities and professional development	BSB Business Services
BSBWOR502	Lead and manage team effectiveness	BSB Business Services
BSBXCM501	Lead communication in the workplace	BSB Business Services
CUAACD101	Use basic drawing techniques	CUA Creative Arts and Culture
CUAACD201	Develop drawing skills to communicate ideas	CUA Creative Arts and Culture
CUAACD401	Integrate colour theory and design processes	CUA Creative Arts and Culture
CUAANM301	Create 2D digital animations	CUA Creative Arts and Culture
CUAANM302	Create 3D digital animations	CUA Creative Arts and Culture
CUAANM303	Create 3D digital models	CUA Creative Arts and Culture
CUAANM401	Create advanced 3D digital models	CUA Creative Arts and Culture
CUAANM403	Create titles for screen productions	CUA Creative Arts and Culture
CUAANM503	Design animation and digital visual effects	CUA Creative Arts and Culture
CUACMP311	Implement copyright arrangements	CUA Creative Arts and Culture
CUADIG201	Maintain interactive content	CUA Creative Arts and Culture
CUADIG302	Author interactive sequences	CUA Creative Arts and Culture
CUADIG304	Create visual design components	CUA Creative Arts and Culture
CUADIG401	Author interactive media	CUA Creative Arts and Culture
CUADIG403	Create user interfaces	CUA Creative Arts and Culture
CUADIG404	Apply scripting language in authoring	CUA Creative Arts and Culture

Imported units of competency in ICP Printing and Graphic Arts Training Package Version 4.1 qualifications		
Code	Title	Host Training Package
CUADIG501	Coordinate the testing of interactive media products	CUA Creative Arts and Culture
CUADIG502	Design digital applications	CUA Creative Arts and Culture
CUADIG503	Design e-learning resources	CUA Creative Arts and Culture
CUADIG504	Design games	CUA Creative Arts and Culture
CUADIG505	Design information architecture	CUA Creative Arts and Culture
CUAGRD302	Use typography techniques	CUA Creative Arts and Culture
ICTDBS504	Integrate database with a website	ICT Information and Communications Technology
ICTNWK414	Create a common gateway interface script	ICT Information and Communications Technology
ICTWEB410	Apply web authoring tool to convert client data for websites	ICT Information and Communications Technology
ICTWEB418	Use development software and ICT tools to build a basic website	ICT Information and Communications Technology
ICTWEB419	Develop guidelines for uploading information to a website	ICT Information and Communications Technology
ICTWEB421	Ensure website content meets technical protocols and standards	ICT Information and Communications Technology
ICTWEB429	Create a markup language document to specification	ICT Information and Communications Technology
ICTWEB502	Create dynamic web pages	ICT Information and Communications Technology
ICTWEB506	Develop complex cascading style sheets	ICT Information and Communications Technology
ICTWEB510	Analyse information and assign meta tags	ICT Information and Communications Technology
MSL954004	Obtain representative samples in accordance with sampling plan	MSL Laboratory Operations
MSMENV472	Implement and monitor environmentally sustainable work practices	MSM Manufacturing
MSMPMC326	Deliver customer service	MSM Manufacturing

Imported units of competency in ICP Printing and Graphic Arts Training Package Version 4.1 qualifications		
Code	Title	Host Training Package
MSMSUP390	Use structured problem-solving tools	MSM Manufacturing
MSS402001	Apply competitive systems and practices	MSS Sustainability
MSS402002	Sustain process improvements	MSS Sustainability
MSS402010	Manage the impact of change on own work	MSS Sustainability
MSS402040	Apply 5S procedures	MSS Sustainability
MSS402080	Undertake root cause analysis	MSS Sustainability
MSS402082	Apply cost factors to work practices	MSS Sustainability
MSS403010	Facilitate change in an organisation implementing competitive systems and practices	MSS Sustainability
MSS403040	Facilitate and improve implementation of 5S	MSS Sustainability
MSS405021	Develop a Just in Time system	MSS Sustainability
SIRXCEG005	Maintain business to business relationships	SIR Retail Services
SIRXPDK001	Advise on products and services	SIR Retail Services
SIRXSL001	Sell to the retail customer	SIR Retail Services
TAEASS402	Assess competence	TAE Training and Education
TAEDEL402	Plan, organise and facilitate learning in the workplace	TAE Training and Education
TLIA2041	Manually sort mail and parcels	TLI Transport and Logistics

Prerequisite units in ICP Printing and Graphic Arts Training Package

Unit code and title	Prerequisite unit code and title
CUAANM401 Create advanced 3D digital models	CUAANM303 Create 3D digital models
ICPCBF301 Run and monitor in-line bottom making machine for sack or bag manufacture	ICPCBF2980 Run and monitor sack and bag machines
ICPCBF302 Set up and monitor in-line scoring, folding and gluing machine for sack or bag manufacture	ICPCBF2980 Run and monitor sack and bag machines
ICPCBF399 Set up in-line tube making machine for sack or bag manufacture	ICPCBF2980 Run and monitor sack and bag machines
ICPPRN3850 Apply software applications to digital production	ICPSUP2810 Use computer systems in the printing and graphic arts sector
ICPPRN3870 Use colour management for production	ICPPRN284 Use colour management systems
ICPPRN4940 Apply advanced software applications to digital production	ICPPRN3850 Apply software applications to digital production
ICPPRN4950 Set up and use complex colour management for production	ICPPRN3870 Use colour management for production
ICPPRN4960 Set up and produce complex digital print	ICPPRN3840 Set up and produce basic digital print

Unit code and title	Prerequisite unit code and title
ICPPRP411 Undertake a complex design brief	ICPPRP3110 Develop detailed design concepts
ICPPRP3110 Develop detailed design concepts	ICPPRP2110 Develop basic design concepts
ICPPRP3210 Produce typographic images	ICPPRP2210 Select and apply type
ICPPRP3240 Create pages using page layout applications	ICPPRP224 Produce pages using a page layout application
ICPPRP3960 Generate high-end PDF files	ICPPRP2840 Produce PDF files for online and screen display
ICPPRP4210 Compose and evaluate typography	ICPPRP2210 Select and apply type
ICPPRP4940 Develop document content and structure	ICPPRP3960 Generate high-end PDF files
ICPSUP311 Prepare ink and additives (advanced)	ICPSUP2110 Prepare inks and additives

Key work and training requirements in the industry

Training and assessment in simulated environments

Units of competency in the *ICP Printing and Graphic Arts Training Package* may be delivered and assessed in the workplace or in a simulated workplace environment.

To maintain the integrity of training and assessment RTOs, trainers and assessors need to keep pace with industry technologies and ensure that learning activities and assessments accurately reflect workplace activities. RTOs will need regular contact with industry to ensure the currency and validity of all activities conducted in simulated environments.

All assessors must consider relevant care and due diligence when assessing units of competency.

Requirements for assessors

Assessor requirements are identified in the *Assessment Conditions* section of assessment requirements for each unit of competency. All assessors must meet the requirements set by the applicable registering body (refer to the section 'Who can deliver and assess a qualification?' in this Guide). It is also recommended that assessors have current and specialist industry skills, knowledge and experience for the applicable part of the Training Package being assessed.

Workplace simulation criteria

In conducting training and assessment in a simulated workplace environment, trainers and assessors must make sure that the simulated environment gives the learner the opportunity to meet the following critical criteria:

- 1 **Quality** – The work is of the standard required in the industry.
- 2 **Productivity** – The work is performed within a timeframe appropriate in the industry.
- 3 **Safety** – The work is performed in a manner that meets industry safety standards.

Where simulations meet these criteria, RTOs can be confident that learners are 'work ready' on successful completion of units of competency.

Simulations should provide opportunities for integrated assessment of competence that include:

- performing the task (task skills)
- managing a number of tasks (task management skills)
- dealing with workplace irregularities such as unexpected problems, breakdowns and changes in routine (contingency management skills)

- fulfilling the responsibilities and expectations of the job and workplace, including working with others (job/role environment skills)
- transferring competency to new contexts.

To further enhance the validity of assessment processes using simulation, the assessor should consider:

- assessments covering a range of interconnected units of competency
- use of assessment checklists to ensure that all performance evidence and knowledge evidence requirements have been met
- use of self-assessment, peer assessment and debriefing activities
- use of authentic workplace documentation.

Assessment activities must be realistic and reasonable in terms of scale.

Regulation and licensing implications for implementation

Regulation or licensing issues are identified in the *Application* section of units of competency and the *Qualification description* section of qualifications. If there are no requirements, the following statement will appear: No licensing, legislative or certification requirements apply to this unit/qualification at the time of publication.

Implementation information

About the printing and graphic arts industry

As one of the largest manufacturing sectors in Australia, the Printing and Graphic Arts industry is a significant contributor to many aspects of the Australian economy and workforce. The industry facilitates the effective communication of messages through a range of media platforms and assists creative industries to deliver their products. Technological disruption and global industry trends are causing different parts of the sector to contract, grow or transform to meet consumer demands.

Key trends impacting the Printing industry and, subsequently, the industry's workforce, include:

- The potential growth of several areas, such as customised direct mail advertising, food labelling and packaging and other consumer goods.
- Challenges related to attracting new talent and retaining existing talent.
- The opportunity for industry participants to expand into non-traditional service offerings, such as data driven customisation and multi-channel marketing, whilst retaining printing as a core service offering.
- Digital and technological changes which continue to influence the demand of roles in which people work and the service offerings of the industry.

Overview of industry sectors

The ICP Training Package prepares learners to enter three general occupations: printer, binder and finisher, and pre-print graphic artist. Due to the generalist nature and small number of qualifications in the Training Package, each qualification cannot be said to be leading to a single specific occupation, but rather all the qualifications can be used to prepare for either occupation (which may be at different levels of seniority or responsibility).

Sub-sectors are therefore not as structured in printing and graphic arts as compared to many other training packages. Occupations in the industry have traditionally had a variety of specialisation areas, which is at the individual level and these individuals may work together in the same organisation or separately, but still fall in the same sector of creating printed products for clients. Specialisation areas have historically included:

- cardboards, cartons and corrugations
- converting binding and finishing
- desktop publishing
- digital printing
- digital production
- graphic pre-press
- ink manufacture
- mail house
- multi-channel communications
- multimedia
- print finishing
- print production support
- printing
- process improvement
- sacks and bags
- screen printing.

Anecdotal evidence from IRC members and consultations continues to suggest that, increasingly, printing and graphic arts workers are working within multidisciplinary communications teams. In these teams, printing and graphic arts workers are doing a broad range of activities such as developing marketing strategies, designing marketing materials for print and online distribution as well as working closely with workers from other related fields such as information technology and advertising.

Industry sectors and occupational outcomes of qualifications

Unit sector unit and competency fields are given a specific code for the purpose of accurate mapping and grouping. The *ICP Printing and Graphic Arts Training Package* contains the following sectors:

Sectors	Code
Converting, Binding and Finishing	CBF
Digital Media Technologies	DMT
Ink Manufacture	INK
Knowledge	KNW
Printing	PRN
Pre-press	PRP
Screen Printing	SCP
Support	SUP
Three-dimensional Printing	PTD

Qualification pathways and occupational outcomes

A pathway is the route or course of action taken to get to a destination. A *training pathway* generally means the learning activities or experiences used to attain the competencies needed to achieve career goals. There is no single pathway that applies to everyone; each individual has specific needs and goals.

Achievement of *AQF* qualifications provides opportunities for individuals to pursue and achieve their career goals. Qualifications can be achieved in various ways, including:

- off-the-job training, e.g. attending classroom-based learning programs
- on-the-job training, e.g. apprenticeships, traineeships
- recognition of prior learning
- credit transfer
- or a mixture of these.

The qualification pathways shown on the following pages provide insight into printing and graphic arts industry career pathways and entry-level career options. The following information and tables show possible occupational outcomes for qualifications in the training package and also includes pathways between qualifications.

The qualification pathway tables on the following pages, are provided for each sector and can be used for a variety of purposes, for example:

- the recognition of job roles;
- increasing the knowledge of qualification structures for those already in the sector;
- increasing the knowledge of career options for those entering the industry;
- succession planning; and
- relating vocations to qualifications or skill sets.

*Sector name: Printing***Diploma**

Graduates at this level will have integrated technical and theoretical knowledge in a broad range of contexts to undertake advanced skilled/paraprofessional work and/or further learning

ICP50120 Diploma of Printing and Graphic Arts

- Chemical plant operator
- Graphic pre-press worker
- Paper products machine operator
- Print finisher
- Printers
- Printing machinist
- Screen printer

Certificate IV

Graduates at this level will have theoretical and practical knowledge and skills for specialised and/or skilled work and/or further learning.

ICP40120 Certificate IV in Printing and Graphic Arts

- Chemical plant operator
- Graphic pre-press worker
- Paper products machine operator
- Print finisher
- Printers
- Printing machinist
- Screen printer

Certificate III

Graduates at this level will have theoretical and practical knowledge and skills for work and/or further learning.

ICP31220 Certificate III in Printing

- Printing machinist
- Screen printer

Certificate II

Graduates at this level will have knowledge and skills for work in a defined context and/or further learning.

ICP20120 Certificate II in Printing and Graphic Arts

- Printer's assistant
- Trade assistant

Skill Set

ICPSS00003 Digital Colour Skill Set

- Digital print machinist

ICPSS00004 Advanced Digital Colour Skill Set

- Digital print machinist

*Sector name: Print Manufacturing***Diploma**

Graduates at this level will have specialised knowledge and skills for skilled/paraprofessional work and/or further learning.

ICP50120 Diploma of Printing and Graphic Arts

- Chemical plant operator
- Graphic pre-press worker
- Paper products machine operator
- Print finisher
- Printers
- Printing machinist
- Screen printer

Certificate IV

Graduates at this level will have theoretical and practical knowledge and skills for specialised and/or skilled work and/or further learning.

ICP40120 Certificate IV in Printing and Graphic Arts

- Chemical plant operator
- Graphic pre-press worker
- Paper products machine operator
- Print finisher
- Printers
- Printing machinist
- Screen printer

Certificate III

Graduates at this level will have theoretical and practical knowledge and skills for work and/or further learning.

ICP31320 Certificate III in Print Binding, Finishing and Packaging

- Chemical plant operator
- Paper products machine operator
- Print finisher

Certificate II

Graduates at this level will have knowledge and skills for work in a defined context and/or further learning.

ICP20120 Certificate II in Printing and Graphic Arts

- Printer's assistant
- Trade assistant

Sector name: Print Communications**Diploma**

Graduates at this level will have specialised knowledge and skills for skilled/paraprofessional work and/or further learning.

ICP50120 Diploma of Printing and Graphic Arts

- Chemical plant operator
- Graphic pre-press worker
- Paper products machine operator
- Print finisher
- Printers
- Printing machinist
- Screen printer

Certificate IV

Graduates at this level will have theoretical and practical knowledge and skills for specialised and/or skilled work and/or further learning.

ICP40120 Certificate IV in Printing and Graphic Arts

- Chemical plant operator
- Graphic pre-press worker
- Paper products machine operator
- Print finisher
- Printers
- Printing machinist
- Screen printer

Certificate III

Graduates at this level will have theoretical and practical knowledge and skills for work and/or further learning.

ICP31420 Certificate III in Prepress Graphic Design Production

- Graphic pre-press worker

Certificate II

Graduates at this level will have knowledge and skills for work in a defined context and/or further learning.

ICP20120 Certificate II in Printing and Graphic Arts

- Printer's assistant
- Trade assistant

Mandatory entry requirements

The *ICP Printing and Graphic Arts Training Package* does not mandate any entry requirements for qualifications. All ICP qualifications can be used as a point of entry into a qualification pathway.

The completion of a lower level qualification, learning capability and capacity, and current or past job roles can assist in readiness for undertaking a qualification.

A candidate is advised to consider their learning readiness, physical ability, interest and motivation for undertaking a qualification in order to successfully meet all requirements

Pathways advice**Selecting electives for different outcomes**

The qualifications include elective units that should be selected according to the learning and pathway needs of the learner. The choice of elective units is generally negotiated between the learner and/or employer, and the RTO conducting the training program.

Elective units can be selected from within the training package, or from other endorsed training packages or accredited courses.

Elective units should be used to provide a vocational focus for the qualification and should be relevant to the:

- qualification level
- job role
- work outcomes
- local industry needs
- area of specialisation (if required).

Recommendations for particular employment outcomes

ICP specialisations included in the Certificate III qualifications and skill sets in the training package provide assistance in selecting electives for particular employment outcomes.

The following table elaborates on these outcomes for the skill sets and specialisations included in the Certificate III qualifications ICP31220 Certificate III in Printing and ICP31320 Certificate III in Print Binding, Finishing and Packaging:

Specialisation area	Elective unit choices
3D printing	The 5 units outlined in ICPSS00002 3D Print Fundamentals Skill Set and the Specialisation in ICP31320 Certificate III in Print Binding, Finishing and Packaging
Digital printing	The 5 units outlined in Skill Set ICPSS00003 Digital Colour, the 7 units outlined in Skill Set ICPSS00004 Advanced Digital Colour, the 3 units outlined in Skill Set ICPSS00005 Digital Printing and the Specialisations in ICP31220 Certificate III in Printing and ICP31320 Certificate III in Print Binding, Finishing and Packaging
Gravure printing	The 4 units outlined in Skill Set ICPSS00006 Gravure Printing, and the Specialisation in ICP31220 Certificate III in Printing.
Lithographic printing	The 4 units outlined in Skill Set ICPSS00008 Lithographic Printing, and the Specialisation in ICP31220 Certificate III in Printing.
Screen printing	The 2 units outlined in Skill Set ICPSS00011 Screen Printing, and the Specialisation in ICP31220 Certificate III in Printing.
Relief printing	The 4 units outlined in Skill Set ICPSS00010 Relief Printing, and the Specialisations in ICP31320 Certificate III in Print Binding, Finishing and Packaging and ICP31220 Certificate III in Printing.
Pad printing	The 4 units outlined in Skill Set ICPSS00009 Pad Printing, and the Specialisation in ICP31220 Certificate III in Printing.
Flexographic printing	The 4 units outlined in Skill Set ICPSS00007 Flexographic Printing, and the Specialisations in ICP31320 Print Binding, Finishing and Packaging, and ICP31220 Certificate III in Printing.
Graphic design	The 4 units outlined in Skill Set ICPSS00012 Graphic Design for Print

Credit Arrangements

There are no national credit arrangements between ICP qualifications and Higher Education qualifications at this time.

Recognition of prior learning

Recognition of prior learning (RPL) as explained in the Australian Qualifications Framework (AQF) involves assessing a candidate's relevant prior learning (including formal, informal and non-formal) to determine current competency outcomes. RPL facilitates the progression of candidates through qualifications by giving advanced standing for learning outcomes they have already achieved or competency they can demonstrate as already being held. Advanced standing may allow for entry into a qualification and/or provide competency recognition towards the qualification and may reduce the time required for a candidate to achieve the qualification.

RPL is appropriate for candidates who have previously attained skills and knowledge and who, when enrolling in qualifications, seek to shorten the normal duration of their training and either continue or commence working. RPL assessment should be undertaken by skilled people with expertise in the subject, content of skills area, and knowledge of and expertise in RPL assessment policies and procedures.

Skill set pathways

Skill set pathways information in <i>ICP Printing and Graphic Arts Training Package (Version 4.1)</i>		
Code	Title	Pathways Information
ICPSS00001	Digital Fundamentals Skill Set	This skill set provides credit towards ICP31320 Certificate III in Print Binding, Finishing and Packaging, ICP31420 Certificate III in Prepress Graphic Design Production and ICP31220 Certificate III in Printing.
ICPSS00002	3D Print Fundamentals Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing and ICP31320 Certificate III in Print Manufacturing.
ICPSS00003	Digital Colour Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing.
ICPSS00004	Advanced Digital Colour Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing.
ICPSS00005	Digital Printing Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing and ICP31320 Certificate III in Print Binding, Finishing and Packaging.
ICPSS00006	Gravure Printing Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing.
ICPSS00007	Flexographic Printing Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing and ICP31320 Certificate III in Print Binding, Finishing and Packaging.
ICPSS00008	Lithographic Printing Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing.
ICPSS00009	Pad Printing Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing.
ICPSS00010	Relief Printing Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing and ICP31320 Certificate III in Print Binding, Finishing and Packaging.
ICPSS00011	Screen Printing Skill Set	This skill set provides credit towards ICP31220 Certificate III in Printing and ICP31420 Certificate III in Prepress Graphic Design Production.
ICPSS00012	Graphic Design for Print Skill Set	This skill set provides credit towards ICP31420 Certificate III in Prepress Graphic Design Production.

Access and equity considerations

Access and equity relate to the approaches used to make sure training and assessment practices consider and respond to the individual support needs of learners so that potential learning barriers are eliminated or minimised. Individual support needs that learners could present with could relate to their:

- age
- gender
- cultural or ethnic background
- disability
- sexuality
- language, literacy or numeracy skills
- employment status
- geographical location.

The design and content of this training package supports equitable access and progression for all learners. It is the responsibility of the RTO delivering and assessing qualifications to:

- ensure that training and assessment processes and methods do not disadvantage individual learners
- determine the support needs of individual learners and to provide access to any educational and support services necessary.

Some practical ways that access and equity issues could be addressed include:

- modifying assessment processes and techniques for learners who are located at a distance from a campus location
- checking that materials are culturally appropriate for learners
- activities and assessments are suitable for the language, literacy and numeracy skill levels of learners (while meeting the requirements of the unit of competency).

Considerations specific to learners with disability

A legislative and regulatory framework underpins and supports the delivery of VET across Australia. Under this framework, VET providers must take steps to ensure that learners with recognised disabilities can access and participate in education and training on the same basis as learners without disabilities.

RTOs have obligations to support learners with disability under the Standards for RTOs 2015, *Disability Discrimination Act 1992*, and the Disability Standards for Education 2005. RTOs need to provide advice and information to learners with disability about the suitability of a course, any inherent requirements for the course, reasonable adjustments that can be made, and support that is available.

Training and assessment practices must give due consideration to learners with disability, and in particular recognise the diverse range of disabilities and individualised impact that disability has on learners. Disability is broad and diverse, and can include physical and learning disabilities, chronic medical condition, or mental illness. RTOs must take an individualised approach to supporting learners with disability, recognising that each learner's disability will be specific to that person, and will have a specific impact on their learning experience. An individual's disability may necessitate the implementation of specific supports to allow them to participate in learning.

It is recommended to ask universally (and also on an individual basis) whether a person requires adjustments to undertake their course. Make it clear that all personal information will be handled confidentially and that this question is only asked for the purposes of being able to offer support and arrange reasonable adjustments. Learners with disability do not have to disclose their disability, but by making it clear that disclosure is only for the purposes of providing support so they can access and participate in VET equally, learners are more likely to feel comfortable disclosing. If a learner does choose to disclose, they must be consulted to determine what supports or reasonable adjustments should be put in place for them.

It is important that all staff are made aware of what their responsibilities are in negotiating and implementing adjustments and supports.

Examples of educational and support services that can assist learners with disability meet course requirements include:

- offering study support and skills programs, including language, literacy and numeracy (LLN) programs
- providing equipment, resources and/or programs to increase access for learners with disability
- using trained support staff including specialist teachers, note-takers and interpreters
- flexible scheduling and delivery of training and assessment, including allowing longer time where appropriate, and adjusting delivery methods and communication techniques
- providing learning and assessment materials in alternative formats.

Reasonable adjustment for learners with disability

Reasonable adjustments can be made to the learning environment, training delivery, learning resources and/or assessment tasks to accommodate the support needs of a learner with disability. The purpose of reasonable adjustments is to make it possible for learners to participate fully. It is not to give learners with additional or different needs an advantage over others, to change course standards or outcomes, or to guarantee success.

A reasonable adjustment in learning and assessment activity needs to be justifiable and uphold the integrity of the unit/qualification. An adjustment is reasonable if it can accommodate the learner's support needs while also considering factors such as the views of the learner, the potential effect of the adjustment on the learner and others, the costs and benefits of making the adjustment. Reasonable adjustments should be negotiated on an individualised basis, recognising that each person with disability will have specific learning needs and requirements for adjustment.

Inherent requirements are the fundamental parts of a course that must be met by all learners in order for them to be deemed competent. They are the abilities, skills and knowledge learners need to undertake the course — those components which, if removed, would compromise the learning outcomes. Learners with disability should be provided with reasonable adjustments to enable them to meet these inherent requirements, provided this would not cause unjustifiable hardship to the RTO. However, if a learner cannot meet the inherent requirements, even with adjustments, then they cannot undertake the course. Learners should be given as much information as possible to allow them to make informed decisions about whether they will be able to meet inherent course requirements.

Adjustments must:

- be discussed with and agreed to by the learner with disability
- benefit the learner with disability
- maintain the integrity of the competency standards
- be a reasonable expectation in a workplace or training and assessment environment.

Adjustments are not required if they could:

- cause the RTO unjustifiable hardship
- harm other learners.

Making reasonable adjustments requires the RTO to balance the need for change with the expense or effort involved in making this change. If an adjustment requires a disproportionately high expenditure or disruption, it is not likely to be reasonable.

Reasonable adjustments can encompass a range of areas including the physical environment, teaching delivery and format, utilisation of assistance equipment and reduction of study load. Examples of reasonable adjustments that can assist learners with disability to participate fully in training and assessment include:

- accessible classrooms
- changes to class scheduling
- note-taking or interpreting support
- modification to presentation mediums and techniques or teaching practices
- course materials, information and learning tasks in alternative formats
- alternative assessment formats, timeframes or tasks
- availability of assistive technologies or specialised equipment

- allowing a carer or support person to be present in the learning environment.

Additional resources

The following resources can provide further information about different types of disability, as well as additional guidance and support for meeting the needs of learners with disability:

- the Australian Disability Clearinghouse on Education and Training (ADCET)
- the Australian Human Rights Commission
- National Disability Coordination Officers.

RTO support services, access and equity or disability departments can also provide guidance on supporting and including learners with disability.

An overview of some specific types of disability, their possible impacts, and teaching and assessment strategies to assist learners with these impacts, can be found at: <https://www.adcet.edu.au/inclusive-teaching/specific-disabilities/>.

Some practical examples for implementing reasonable adjustments to address different learner needs can be found at:

http://www.ndco.stepscs.net.au/uploads/5/0/2/0/5020317/7_reasonable_adjustments_sept2014.pdf.

Foundation skills

Foundation skills are the non-technical skills that support an individual's participation in the workplace, in the community and in education and training. They describe the language, literacy, numeracy (LLN) and employment skills that are essential to performance and are explicitly identified in the foundation skills field of a unit of competency, which:

- identifies the essential foundation skills that are not explicit in the performance criteria of the unit
- describes the application of each skill in context of the performance criteria
- should be considered as an integrated part of the unit for assessment purposes.

The language, literacy and numeracy skills are represented by the five core skills set out in the Australian Core Skills Framework (ACSF): Learning, reading, writing, oral communication and numeracy.

The employment skills are described using either:

- the skills set out in the employability skills framework: Teamwork, Initiative and enterprise, Planning and organising, Problem solving, Self-management, and Technology; or
- the core skills for work set out in the Core Skills for Work developmental framework: Navigate the world of work, Interact with others, and Get the work done.

Health and safety implications in the industry

Work health and safety (WHS) requirements are covered either by:

- embedding requirements in the elements/performance criteria of units of competency including specific WHS units in qualifications.

In jurisdictions where model *WHS* laws have not been implemented, RTOs are advised to contextualise units of competency by referring to the existing WHS legislative requirements.

Resource and equipment requirements

RTOs must make sure that all resources and equipment required to train and assess units of competency are available.

Details of specific resources, including equipment and materials essential for assessment, are listed in the Assessment conditions sections of the assessment requirements for each unit of competency.

Legal considerations for learners in the workplace/on placements

Legal requirements that apply to specific industries and VET vary across each state and territory and can regularly change. Contact the relevant state or territory department/s to check what legal requirements apply.

Other information relevant to implementing the training package

Australian apprenticeships

Apprenticeships and traineeships are legally binding training arrangements between an employer and an employee that combine training with paid employment.

Apprenticeships and traineeships are established and administered by *State or Territory Training Authorities (STAs)*. STAs are the government departments in each state or territory responsible for the operation of the VET system (including Australian Apprenticeships).

The Australian Apprenticeships website offers information about apprenticeships and traineeships and includes links to the websites for STAs. Visit www.australianapprenticeships.gov.au for more information.

The following *ICP Printing and Graphic Arts Training Package* qualifications are suitable as an Australian traineeship or apprenticeship pathway:

- ICP31220 Certificate III in Printing
- ICP31320 Certificate III in Print Binding, Finishing and Packaging
- ICP31420 Certificate III in Prepress Graphic Design Production.

VET for secondary school students

VET programs enable school students to acquire workplace skills and knowledge while still at secondary school.

Successful achievement of a VET program provides a school student with a nationally recognised AQF qualification, usually as part of a senior secondary certificate.

VET programs are packaged and delivered in various ways across Australia. The three main delivery arrangements used are:

- schools hold RTO status
- school sectoral bodies (such as Boards of Studies or regional offices) hold RTO status on behalf of a group of schools
- schools work together in partnership with RTOs.

In some state and territory school systems, school students who work part-time in an appropriate workplace may use this to fulfil work placement requirements. Virtual or simulated work placements may also be legitimate.

The following qualification from *ICP Printing and Graphic Arts Training Package* may be suitable for delivery to secondary school students.

- ICP20120 Certificate II in Printing and Graphic Arts

RTOs are advised to check requirements with the relevant authorities in their State or Territory.

Training and assessment issues for the school sector

Implementation of the *ICP Printing and Graphic Arts Training Package* within the school sector, while encouraged, needs to ensure:

- the currency of skills and knowledge of those who train and assess school students – particularly as expressed in the Standards for RTOs
- access to current industry equipment, facilities and training resources so that students acquire a realistic view of workplace realities and conditions
- comprehensive coverage of foundation skills, performance and knowledge as outlined in the unit of competency and assessment requirements for each unit of competency

- current and realistic learning and assessment experiences.

Qualifications

Qualifications are created by packaging units of competency into combinations that meet workplace roles. Qualifications come with 'packaging rules' which set out the overall requirements for delivering the qualification, including the number of core units, and the number and source of elective units.

Qualifications are aligned to AQF qualification types. VET qualifications are at levels 1, 2, 3, 4, 5, 6, and 8 of the AQF. The AQF provides a comprehensive, nationally consistent framework for all qualifications in post-compulsory education and training in Australia. In the VET sector it assists national consistency for all trainees, learners, employers and providers by enabling national recognition of qualifications and Statements of Attainment.

For a full explanation of the AQF, see the AQF website: <http://www.aqf.edu.au>.

Qualification structure

The structure of qualifications is based on templates prescribed by the *Standards for Training Packages 2012*.

Qualification code

Each qualification has a unique eight-character code:

- the first three letters identify the training package
- the first number identifies the qualification level
- the next two numbers identify a qualification's position in the sequence of qualifications at that level the last two numbers identify the year in which the qualification was endorsed.

Qualification title

The title reflects the qualification outcomes and complies with the number of characters specified in the Australian Vocational Education and Training Management Information Statistical Standard (AVETMISS) (no more than 100 characters).

Qualification description

This field describes the qualification outcomes, together with any licensing, legislative, regulatory or certification considerations.

Entry requirements

This is an optional field that specifies any mandatory entry requirements.

Packaging rules

This field:

- specifies the total number of units of competency required to achieve the qualification
- specifies the number of core and elective units
- lists all core and elective unit codes and titles, including prerequisite units where they apply.

Qualification mapping information

This field specifies the code and title of any equivalent qualification.

Links

This field provides a link to the Companion Volume Implementation Guide.

Skill sets

Skill sets consist of one or more endorsed units of competency that have been packaged together to address a defined industry need or specific licensing or regulatory requirement. Skill sets are not qualifications.

Skill set structure

Skill sets themselves are non-endorsed components of training packages (however, they consist of endorsed units of competency). They use a standard format.

Skill set code

This is a unique code in the format: <Training package code> <SS> <five digit code> e.g. XXXXX00001.

Skill set name

The title reflects the skill set outcomes.

Description

This field explains how the skill set meets the industry need or regulatory requirement.

Pathways information

This field explains the skill set's relationship with a qualification.

Suggested title and words for Statement of Attainment

This field provides advice on a suitable title and words to use on a Statement of Attainment.

Target group

This field explains the types of individuals who will benefit from completing the skill set.

Links

This field provides a link to the Companion Volume Implementation Guide.

Units of competency

Units of competency are the nationally agreed statements of the skills and knowledge required for effective performance in a particular job or job function.

Units of competency describe work outcomes as agreed by industry. As such, they do not describe the procedures necessary to perform a particular role, but rather, identify the skills and knowledge, as outcomes, that contribute to the whole job function. Each unit of competency describes:

- a specific work activity and what it involves
- particular skills (and level of skills) that are needed to perform the work activity
- conditions under which the work activity may be conducted
- knowledge and skills required to perform the work activity
- foundation skills essential to performing the work activity
- how learners can show they are competent in the work activity
- performance and knowledge evidence that must be considered in assessing competency of the unit
- conditions under which evidence for assessment must be gathered.

Units of competency are not aligned to levels within the AQF because they can be included across a range of qualification levels. However, the qualification in which a unit is first packaged in a training package is indicated by the first digit in the unit code.

What is competency?

The broad concept of industry competency is the ability to perform particular tasks and duties to the standard of performance expected in the workplace.

Competency covers all aspects of workplace performance and involves:

- performing individual tasks
- managing a range of different tasks

- responding to contingencies or breakdowns
- dealing with the responsibilities of the workplace, including working with others.

Workplace competency is the ability to apply relevant skills and knowledge consistently over time and in the required workplace situations and environments.

Competency standards are determined by industry to meet industry skill needs and focus on what is expected of a competent individual in the workplace.

Unit of competency structure

Units of competency are based on templates prescribed by the *Standards for Training Packages 2012*. Under these Standards, a unit of competency comprises two separate documents, i.e. a unit of competency document and an assessment requirements document.

Unit code

Each unit of competency has a unique code, which is assigned when the training package is endorsed, or when new units of competency are added to an endorsed training package:

- the first three characters identify the training package
- the next three characters indicate the competency stream or group
- the first number indicates the AQF qualification in which the unit is first packaged
- the next two to three numbers identify a unit's position in the sequence of units in that competency stream or group.

Unit title

The title describes the unit outcome and complies with the length specified in the AVETMIS Standard (no more than 100 characters).

Unit application

This field describes how the unit is practically applied, who would typically use it and the unit of competency's relationship to licensing, legislative or certification requirements.

Prerequisite units

This is an optional field that specifies any unit(s) in which the learner must already be competent prior to the achieving competency in this unit.

Unit sector

This field is used to categorise units of competency in relation to industry sectors or types of work.

Elements of competency

Elements of competency describe the outcomes of the significant functions and tasks that make up the competency. Elements describe actions or outcomes that are demonstrable and assessable.

Performance criteria

Performance criteria specify the required performance in relevant tasks, roles, skills (including foundation skills) and the applied knowledge that enables competent performance.

Foundation skills

This field describes the language, literacy, numeracy and employment skills that are essential to performance.

Range of conditions

This is an **optional** field that specifies different work environments and conditions that may affect performance. Range is restricted to essential operating conditions and any other variables essential to the work environment, so it is quite different from the previous Range statement.

Links

This field provides a link to the Companion Volume Implementation Guide.

Assessment requirements

Title

This field uses the format: Assessment Requirements for [Unit of Competency Code and Title]

Performance evidence

Performance evidence, as the name implies, specifies what individuals must do to show that they satisfy the performance standards in the unit of competency.

Knowledge evidence

Knowledge evidence, as the name implies, specifies what individuals must know in order to carry out the work tasks described in the unit of competency safely and effectively.

Assessment conditions

This field describes mandatory conditions for assessment, e.g. details of equipment and materials; contingencies; physical conditions; relationships with other people; timeframes. It also specifies assessor requirements.

Links

This field provides a link to the Companion Volume Implementation Guide.

Contextualisation of units of competency by RTOs

RTOs may contextualise units of competency to reflect local skill needs. Contextualisation could involve additions or amendments to the unit of competency to suit particular delivery methods, learner profiles, or specific enterprise requirements. Any contextualisation must ensure the integrity of the outcome of the unit of competency is maintained.

Industry requirements, as described in training or job specifications, can be used to contextualise a unit of competency.

Contacts and links

Companion volumes/ training package information

All Companion Volumes can be found on the VETNet website:

<https://vetnet.gov.au/Pages/default.aspx>

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<https://www.dese.gov.au>

State and Territory Training Authority

Australian Capital Territory
<https://www.education.act.gov.au/>

New South Wales
<http://www.dec.nsw.gov.au/>

Northern Territory
<https://business.nt.gov.au/>

Queensland
<https://training.qld.gov.au/>

South Australia
<https://innovationandskills.sa.gov.au/>

Tasmania
<http://www.skills.tas.gov.au/>

Victoria
<http://www.education.vic.gov.au/>

Western Australia
<http://www.dtwd.wa.gov.au>

General

Australian Industry and Skills Committee
<https://www.aisc.net.au/>

Australian Apprenticeships
www.australianapprenticeships.gov.au

Australian Qualifications Framework: Second edition, January 2013
<http://www.aqf.edu.au/>

Australian Skills Quality Authority (ASQA)
<http://www.asqa.gov.au>

TGA website, training packages
<http://www.training.gov.au/>

Training Accreditation Council (Western Australia)
<http://www.tac.wa.gov.au>

Victorian Registration and Qualifications Authority (VRQA)
<http://www.vrqa.vic.gov.au/>

About PwC's Skills for Australia

This Guide has been developed by PwC's Skills for Australia. As a Skills Service Organisation, PwC's Skills for Australia is responsible for working with industry to identify skills needs and to develop training products and services to fill those needs.

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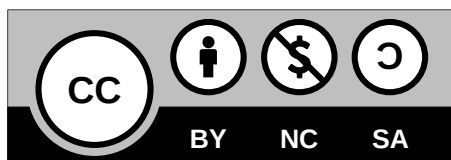
- Automotive retail, service and repair
- Business services
- Creative arts and culture
- Financial services
- Information and communications technology
- Naval shipbuilding
- Printing and graphic arts
- Resources and infrastructure
- Training and education

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