



Australian Government

ICPCBF341 Set up machine for complex sequenced or multiple folding

Release: 1

ICPCBF341 Set up machine for complex sequenced or multiple folding

Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to set up a machine for complex folding. No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Converting, Binding and Finishing

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for job	1.1 Job specifications are read and interpreted from job documentation or production control system 1.2 Set-up is planned and carried out correctly in minimum time with minimum wastage 1.3 Availability of all job related components is checked
2. Set up delivery system	2.1 Delivery systems are set up and adjusted according to job specifications
3. Set up machine for complex sequenced or multiple folding	3.1 Buckle/knife folding units are set up and adjusted according to job specifications 3.2 Folding rollers/belts/rails are set up and adjusted according to job specifications
4. Set up in-line units	4.1 Minor in-line printing/converting/binding units are set up for

ELEMENT	PERFORMANCE CRITERIA
	basic processes and adjusted according to machine requirements and job specifications 4.2 Assistance is given in set-up of major in-line printing/converting/binding units
5. Conduct sample run	5.1 Material to be used for sample is organised correctly 5.2 Machine is set up and operated to produce a specified sample according to work health and safety requirements, manufacturer's specifications and enterprise procedures 5.3 Sample is visually inspected and/or tested, or laboratory testing is organised, according to enterprise procedures 5.4 Results are interpreted to determine adjustment requirements 5.5 Adjustment changes are carried out according to product and machine specifications

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 3.1, 3.2, 4.1, 5.2, 5.5	Recognises and interprets text to establish job requirements from information in relevant procedures and specifications
Oral Communication	4.2	Participates effectively in spoken interactions to confirm or clarify requirements
Navigate the world of work	5.1-5.3	Recognises and follows legislative requirements and organisational policies and procedures relevant to own role
Interact with others	4.2	Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability
Get the work done	1.2, 1.3, 2.1, 3.1-3.2, 4.1, 4.2, 5.1-5.5	- Determines priorities and sequences steps involved in clearly defined, familiar tasks - Implements actions as per instructions, making slight adjustments if necessary - Plans, identifies and assembles resources required to

		complete tasks Follows routine procedures for using digital technology by reading data from electronic monitoring and control systems
--	--	---

Range of Conditions

This section specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Delivery systems MUST include EITHER:	- reel OR - sheet.
Setting up and adjusting MUST include EITHER:	- unwind reel - webbing procedures - web control system - splicing/joining reels - folder and sheeter OR - feeder and delivery system - sheet pick up system - transfer system - sheet transfer and control.

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF341 Set up machine for complex sequenced or multiple folding	ICPCF341C Set up machine for complex sequenced or multiple folding	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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