



Australian Government

Assessment Requirements for ICPCBF342 Produce complex sequenced or multiple folded product

Release: 1

Assessment Requirements for ICPCBF342 Produce complex sequenced or multiple folded product

Modification History

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

Performance Evidence

Evidence of the ability to:

- complete TWO jobs (if possible, using different sizes and weights of substrate) with:
 - a single fold to run continuously,

OR

- a single quire fold on a sheet gather/stitch/fold/trim machine,

OR

- an automatic web-fed machine to achieve a single fold, according to manufacturer's and job specifications, enterprise procedures and listed performance criteria
- demonstrate use of computerised control, monitoring and data entry systems if available and appropriate.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

All Systems

- identify work health and safety factors for:
 - setting up and/or operating machine transport systems
 - setting up and/or operating machine delivery systems
 - using the folding machine
 - adjusting/correcting the machine
 - cleaning the machine
- list checks to make when substrate is removed from the machine

- list areas of the in-line process to monitor to ensure product quality
- determine causes of out-of-square folding and explain how each can be corrected
- determine segments of quality assurance inspected at sample run completion as well as in a completed folded job
- explain communication to instigate if the:
 - job is out-of-square
 - ink is too wet for production
 - job does not coincide with the sample
- identify important tasks to correctly shut down the machine
- explain requirements to prepare finished work for dispatch
- identify areas of the machine to clean regularly and materials to clean from the machine
- explain requirements to keep the machine clear of surface rust (condensation)
- determine production alterations needed to meet client requirements
- identify machine manuals, safety and other documentation relevant to this task, where they are kept, and the information included in them

Reel Systems Only

- identify areas of the reel stand to monitor to ensure trouble-free operation
- list part(s) of the machine to adjust if the sheet is creasing

Sheet Systems Only

- identify areas of the sheet-fed feeder to monitor to ensure trouble-free operation.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the converting, binding and finishing field of work and include access to relevant facilities, equipment and materials.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

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