



Australian Government

ICPCBF3610 Set up machine for complex adhesive, mechanical or sewn fastening

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with ICP Printing and Graphic Arts Training Package Version 4.0.

Application

This unit describes the skills and knowledge required to set up a machine for complex adhesive, mechanical or sewn fastening.

It applies to individuals who prepare material, monitor and run equipment and machinery, and apply solutions to a defined range of unpredictable problems. They may also provide leadership and guidance to others with some limited responsibility for the output of others.

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 Identify job specifications 1.2 Set up required printing machinery according to manufacturer specifications and work health and safety (WHS) requirements 1.3 Confirm availability of all job components
2. Set up delivery and transfer systems	2.1 Set up and adjust feeder and delivery systems 2.2 Set up and adjust pick-up and transportation system 2.4 Remove substrate from the process according to job specifications

ELEMENT	PERFORMANCE CRITERIA
	2.5 Set up and adjust transfer and control systems
3. Set up machine and in-line units	3.1 Set up and adjust fastening system 3.2 Set up minor in-line units for basic processes according to machine requirements and job specifications 3.3 Provide assistance in set-up of major in-line units
4. Conduct sample run	4.1 Operate machine according to manufacturer specifications and enterprise procedures to produce specified sample 4.2 Inspect and test sample as required according to enterprise procedures 4.3 Interpret results and make adjustments according to product and machine specifications as required

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Self-management	- Identifies and follows protocols and meets expectations associated with own role - Implements actions according to instructions making slight adjustments if necessary
Teamwork	Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability
Planning and organising	- Determines priorities and sequences steps involved in clearly defined, familiar tasks - Plans, identifies and assembles resources required to complete tasks
Technology	Follows routine procedures for using digital technology by reading data from electronic monitoring and control systems

Unit Mapping Information

Supersedes and is equivalent to ICPCBF361 Set up machine for complex adhesive, mechanical or sewn fastening.

Links

Companion Volume Implementation Guide is found on VETNet -

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

Assessment Requirements for ICPCBF3610 Set up machine for complex adhesive, mechanical or sewn fastening

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- set up machines for two complex jobs using different sizes and weights of substrate according to manufacturer and job specifications and enterprise procedures.

In the course of the above the candidate must:

- demonstrate all safety devices on the machine
- set up machines for one complex process of adhesive, thermal, mechanical or section sewing.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- work health and safety (WHS) risks and requirements for:
 - setting up the machine and fastening equipment
 - setting up and operating transportation systems
 - working with hot melt adhesives
 - readjusting the machine
- the job documentation or production control system and the information it contains regarding binding requirements
- key factors to consider when planning a collated sample
- special delivery problems associated with adhesive machines and correction methods
- section feeding systems
- methods for monitoring various delivery systems on the machines
- methods of securing completed work for dispatch
- the range of sheet sizes that can be processed on each machine and available adjustments
- methods of adhesive metering present on the machine
- required checks to ensure a clean adhesive binding job

- the impact of sewing not completed in the right position
- adjustable parts of the wire stitcher to process books of different thicknesses
- the position of wire stitches on the book
- the difference between a staple and a wire stitch
- required wire callipers for different jobs
- in-line units required for binding processes
- circumstances where the machine requires adjustment
- quality criteria to evaluate in the completed binding job
- steps required to ensure important features of the production control system are addressed
- manufacturer manuals, enterprise procedures and work health and safety documentation, including their location and purpose.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- adhesive, mechanical or sewn fastening machinery
- special purpose tools, equipment and materials.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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