



Australian Government

ICPCBF410 Set up machine for complex carton folding and gluing

Release: 1

ICPCBF410 Set up machine for complex carton folding and gluing

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 and adjust a machine for complex carton folding and gluing to maintain the production process.

It applies to individuals who have limited responsibility for preparation of materials and equipment in accordance with job specifications and procedures, and ensuring quality of output.

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 Read and interpret job requirements from job documentation or production control system 1.2 Set-up is planned and carried out correctly in minimum time with minimum wastage
2. Set up carton blank transportation system	2.1 Feeder is set up and adjusted according to job specifications 2.2 Carton blank pick-up and transportation system is set up and adjusted according to job specifications 2.3 Transfer systems are set up and adjusted according to job specifications

ELEMENT	PERFORMANCE CRITERIA
3. Set up machine for complex carton folding/gluing	3.1 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 3.3 Gluing system is set up and adjusted according to job specifications using glue wheel and/or multiple glue heads
4. Set up carton delivery system	4.1 Delivery is set up and adjusted according to job specifications 4.2 Substrate is removed from process according to job specifications 4.3 Carton transfer and control system is set up and adjusted according to job specifications
5. Conduct sample run	5.1 Material to be used for sample is organised correctly 5.2 Machine is set up and operated according to work health and safety requirements, manufacturer's specifications and enterprise procedures to produce a specified sample 5.3 Sample is visually inspected and/or tested for accuracy of folds, fibre tear, opening force, and fluff and glue placement according to enterprise procedures
6. Readjust settings	6.1 Results are interpreted to determine adjustment requirements 6.2 Adjustments 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, 2.1-2.3, 3.1-3.3, 4.1-4.3, 5.2, 6.2	Recognises and interprets text to confirm work requirements from information contained in specifications, organisational procedures and control systems
Numeracy	1.1, 3.1, 4.3	Interprets and comprehends mathematical information in job documentation or control system

Navigate the world of work	5.2, 5.3	Recognises and follows organisational and regulatory requirements associated with own role
Get the work done	1.1, 1.2, 2.1-2.3, 3.1-3.3, 4.1-4.3, 5.1-5.3, 6.1, 6.2	- Sequences and schedules steps required to complete tasks, monitors implementation and makes adjustments as necessary - Uses analytical processes to interpret relevant information and decide on adjustments needed to achieve required outcomes - 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

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPCBF410 Set up machine for complex carton folding and gluing	ICPCF410C Set up machine for complex carton folding and gluing	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for ICPCBF410 Set up machine for complex carton folding and gluing

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Performance Evidence

Evidence of the ability to:

- set up at least THREE crash lock, six-corner and specialty work carton jobs using different carton sizes and weights, which include use of multiple gluing units, according to manufacturer's and job specifications and enterprise procedures.

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:

Documentation

- identify information concerning folding requirements found in the job documentation or production control system, and how it is interpreted to ensure smooth workflow throughout the factory
- list factors to consider when planning a folding sample

Sheet transportation and delivery systems

- explain work health and safety (WHS) factors for setting folder transportation and delivery systems
- identify areas of the carton blank transportation system to monitor to ensure trouble-free operation
- list parts of the carton blank pick-up system to adjust to ensure accurate and continuous sheet handling
- identify areas of the delivery system to observe to maintain neat delivery of finished work and to prevent damage to the finished product
- explain checks required when substrate is removed from the machine

Machine setting for complex folding and gluing

- explain WHS factors for setting and/or adjusting the folding unit
- identify the largest/smallest size carton blank that can be processed on this machine
- describe ways the machine can be adapted to facilitate smaller/larger stock
- identify accuracy of a carton blank entering folding rollers
- describe causes of scratching/scuffing of substrate during transportation
- identify machine speed variations
- describe problems that can be expected if:
 - the machine is running too fast
 - the machine rollers are set too loose
 - there is too much roller pressure
 - the delivery system is not set correctly
- identify how correct roller pressure is determined for a given job
- describe how roller pressures checks are made
- describe required adjustments if the carton blank is out-of-square
- list reasons for the sheet being out-of-square
- describe adjustment required to eliminate smudging/scuffing on carton blanks
- describe adjustment required if the sheet will not leave the folding unit
- In-line processes
- list necessary steps to set up gluing units
- describe how a neat and clean gluing job is achieved
- identify adhesive used in the gluing unit and how length of the glue line is adjusted

Checking and adjustment

- identify causes of out-of-square folding and how they are rectified
- list segments of quality assurance inspected at sample run completion
- identify areas of the machine to adjust if carton blank is creasing
- identify areas of the machine to adjust if carton blank is not entering the machine
- explain items to check against client sample

Information sources

- identify machine manuals and safety documentation relevant to this task, where they are kept, and the information included in them.

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:

- Royal 40, Bobst Media or Bobst Domino machine, which includes multiple gluing units
- relevant materials and equipment.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

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