



Australian Government

ICPPRN384 Set up and produce basic digital print

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 1.0.

Application

This unit describes the skills and knowledge required to set up for and produce basic digitally printed product incorporating the use of raster image processor (RIP) technology when outputting to digital devices including wide format.

It applies to individuals working as print machinists in the printing and graphic arts industry who may set up, operate and monitor equipment and machinery and who may have to prepare material and apply solutions to 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

Printing

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. Check components and functions of digital print system	1.1 Areas of user-replaceable consumables are checked and replacements made 1.2 Substrate feeding mechanisms and transport units are checked and cleared of any misfeeds 1.3 Correct set-up for data and electrical power is completed 1.4 Shutdown and restart procedures are performed according to manufacturer's specifications 1.5 Print driver and/or job download software are correctly installed and set-up on workstation computer and/or digital

ELEMENT	PERFORMANCE CRITERIA
	front-end processor
2. Maintain digital printing system to maximise productivity and quality	2.1 Routine maintenance tasks are performed according to manufacturer's specifications 2.2 Substrate transport and inking systems are cleaned to ensure optimum productivity and quality 2.3 Temperature and humidity conditions are checked to ensure even flow of substrate 2.4 Substrate registration mechanisms are checked to ensure alignment of printed images 2.5 Ink density calibration is performed on a digital print system to meet job specifications 2.6 Basic maintenance solutions to minimise ink residue, substrate misfeed, paper particle dust, uncalibrated systems and ink coverage are implemented
3. Maintain and perform optimum substrate handling procedures	3.1 Paper handling and storage system for a digital print environment are developed to maintain substrate integrity and digital image quality 3.2 Machine status is checked, print counters and consumable levels are reviewed and time estimated for reordering, servicing and reporting purpose
4. Confirm job specifications	4.1 Print job specifications are read and interpreted from job documentation or production control system 4.2 Availability of all job components are checked according to enterprise procedures 4.3 Finishing requirements of job are checked and internal workflow and/or outsource arrangements are coordinated according to enterprise procedures 4.4 Run time of job is calculated and completion time estimated, allowing consideration for other production demands
5. Set up reel system	5.1 Unwind reel is adjusted according to job specifications 5.2 Rewind reel is set up and adjusted according to job specifications 5.3 Minor in-line processes are set up and adjusted according to job specifications
6. Set up sheet transportation system on	6.1 Substrate is loaded into correct feeding mechanism and all substrate properties are correctly specified in the user control

ELEMENT	PERFORMANCE CRITERIA
sheet-fed machine	interface 6.2 Adjustments to the delivery unit are identified and made using the user control interface according to job specifications 6.3 On-line finishing unit is adjusted using the user control interface according to job specifications
7. Use RIP or front-end processor to set up job	7.1 Electronic data files are located and retrieved according to job specifications 7.2 RIP or front-end processor parameters are set according to job specifications 7.3 Preview or preflight check of electronic data files is performed to verify correct job set-up according to job specifications 7.4 Basic troubleshooting methods are applied to identify and rectify unverified data files, file errors and job requirement inconsistencies according to manufacturer's specifications
8. Submit data files to digital print machine	8.1 Job priority is determined according to job specifications and production schedules 8.2 Data file is submitted to print and image quality, and machine productivity checks are performed
9. Produce digital proof and run digital print job	9.1 Proof run is conducted to confirm proof conforms to job specifications and/or for client approval if required 9.2 Entire print run is conducted according to job specifications ensuring machine productivity and quality are monitored and rectified throughout the print job
10. Coordinate and/or perform document finishing and client delivery	10.1 Steps required for document finishing are identified if not performed on in-line finishing units on a reel or sheet-fed system according to job specifications 10.2 Finished print work is packaged to prevent damage and to conform to delivery requirements according to job 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	1.4, 2.1, 2.5, 4.1, 4.3, 5.1-5.3, 6.1-6.3, 7.1-7.4, 8.1, 9.1, 9.2, 10.1, 10.2	Recognises and interprets text to establish job requirements from information contained within relevant procedures and specifications
Writing	6.1, 9.1	Enters routine data associated with production processes and enterprise procedures
Oral Communication	1.4, 2.1, 2.5, 4.1, 4.3, 5.1-5.3, 6.2, 6.3, 7.1-7.4, 8.1, 9.1, 9.2, 10.1, 10.2	Applies appropriate strategies to extract main ideas from oral texts across a range of contexts
Numeracy	2.5, 3.2, 4.4, 7.2	Interprets and analyses a range of mathematical information used in familiar and routine tasks
Navigate the world of work	1.3-1.5, 2.1, 2.2, 2.5, 2.6, 3.1, 4.2, 4.3, 5.1-5.3, 6.1-6.3, 7.1-7.4, 8.1, 8.2, 9.1, 9.2, 10.1, 10.2	- Recognises and follows explicit and implicit protocols and meets expectations associated with own role, taking some responsibility for decisions regarding when and how to complete tasks, co-ordinate with, or delegate to others - Complies with OHS, legislative requirements and follows organisational policies and procedures relevant to own role - Recognises and follows all procedures for cleaning and maintenance of equipment, incorporating regulatory and OHS requirements and enterprise procedures
Interact with others	1.4, 2.1, 2.5, 4.1, 5.1-5.3, 6.2, 6.3, 7.1-7.4, 8.1, 9.1, 9.2, 10.1, 10.2	- Cooperates with others as part of familiar routine activities, and contributes to specific activities requiring joint responsibility and accountability - Understands what to communicate, with whom and how, in routine work situations
Get the work done	1.1-1.5, 2.1-2.6, 3.1, 3.2, 4.2, 4.4, 5.1-5.3, 6.1-6.3, 7.1-7.4, 8.1, 8.2, 9.1, 9.2, 10.1, 10.2	- Determines priorities and sequences steps involved in clearly defined, familiar tasks - Responds to predictable problems and implements standard or logical solutions related to role in immediate work environment - 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
ICPPRN384 Set up and produce basic digital print	ICPPRN384A Set up and produce basic digital print	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 ICPPRN384 Set up and produce basic digital print

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Performance Evidence

Evidence of the ability to:

- safely set up and print FOUR basic digital printing jobs according to manufacturer's specifications, enterprise procedures and work health and safety (WHS) requirements
- correctly access data, adjust settings and ensure production speeds are attained using a RIP or front-end processor

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:

- identify workplace job ticket procedures and pre-printing set-up checks and procedures
- outline the process for file transfer actions, problems and solutions
- outline the process for determining selection of specific ink/toner for varied printed products and how to ensure ink/toner quality
- describe the process if required substrate is unavailable
- identify the maximum and minimum weight of a substrate that can be printed on a specific machine
- describe possible faults likely if printing on lightweight paper
- identify the availability of pre-prepared substrates for a specific machine
- identify the maximum delivery quantity for a specific machine
- outline possible problems encountered if incorrect feeding and delivery occurs
- name data formats used in digital print
- list benefits of using electronic data rather than scanning hardcopy, and various ways to submit a PDF file to a digital printer
- outline WHS procedures for setting up in-line processes
- describe in-line options available on a specific machine, and the on-line finishing options available

- outline processes for setting up in-line/on-line
- describe circumstances where a job would be modified before printing
- list steps involved for client approval of the print
- outline the proof check procedures
- outline processes involved for gaining final approval of a basic job
- list various types of binding and procedures followed if the binding method required by client is not available at this workplace
- outline alternative options if document size is too thick to staple
- identify importance of packing finished print work
- identify location of machine manuals, safety and other documentation relevant to set up and production of digitally printed products.

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 printing field of work and include access to:

- special purpose tools, equipment and materials
- RIP or front-end processor.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

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