



Australian Government

ICPPRN498 Adapt digital content for publication on different devices

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 confirm digital publication end-user needs, determine technical requirements for publication on different devices (including portable devices) and manipulate digital content to suit the selected device.

It applies to skilled individuals working in any type of digital publishing role.

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. Confirm end requirements	1.1 Objectives, context and key purpose of the communication are clarified with relevant people 1.2 Nature of target audience and special user-requirements are confirmed 1.3 Output format and delivery platform are confirmed based on review of job or design specifications
2. Determine requirements for publication on different devices	2.1 Existing format and content is reviewed for its suitability and compatibility with intended delivery platform 2.2 Ways people will interact with the content are considered to establish technical publication requirements

ELEMENT	PERFORMANCE CRITERIA
	2.3 Technical requirements and constraints of output device are identified, including size and capacity issues 2.4 Information navigation and user accessibility issues are identified and reviewed 2.5 Functionality and aesthetics, and relationships between them are considered 2.6 Feasibility of publication on intended output device is confirmed based on review of requirements 2.7 Situations where content may need to be changed are recognised and acted on
3. Manipulate content to suit device	3.1 Software applications are selected based on identified requirements and job specifications 3.2 Content, formats and structures are adapted using software tools to achieve desired result, both functional and aesthetic 3.3 Technical challenges are identified and addressed through use of critical thinking and problem-solving processes
4. Finalise content	4.1 Work is reviewed and checked for accuracy, functionality and aesthetic quality at key stages 4.2 Drafts are presented to relevant people and feedback integrated into finalisation processes 4.3 Content is finalised and approved according to job requirements

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	2.1, 2.3, 4.1	Recognises and interprets text to establish project parameters and technical requirements
Writing	3.2	Enters data associated with technical procedures
Navigate the world of work	1.1-1.3, 2.1-2.5, 3.3, 4.1- 4.3	Recognises and follows explicit and implicit protocols and meets expectations associated with own role

Interact with others	1.1, 1.2, 4.2, 4.3	Understands what to communicate, with whom and how, in routine work situations
Get the work done	1.1-1.3, 2.1-2.7, 3.1-3.3, 4.1-4.3	- Takes responsibility for planning and organising own workload making choices as appropriate - Recognises and takes responsibility for addressing predictable, and some less predictable, problems in familiar work contexts - Utilises a broad range of features within applications to improve personal productivity, optimising software functions for specific purposes

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICPPRN498 Adapt digital content for publication on different devices	Not applicable	New Unit	No 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 ICPPRN498 Adapt digital content for publication on different devices

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Performance Evidence

Evidence of the ability to:

- adapt at least THREE different lots of digital content for publication, on at least TWO different types of device:
 - determine appropriate technical, functional and aesthetic requirements of the job
 - correctly use features of software applications to adapt content according to requirements
 - produce work that meets all technical, functional and aesthetic requirements.

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:

- outline potential different purposes of digital communication:
 - business
 - community
 - education
 - entertainment
 - social
- outline how context of how people interact with digital communication affects its technical construction
- outline key user accessibility issues to be considered in any type of digital publication
- outline features of different output formats, why and how they are used
- outline general features and functions of different output devices / delivery platforms, including portable devices
- outline current technical requirements of different output devices, including portable devices, including limitations and opportunities

- discuss issues to be reviewed in determining whether content is suitable for publication on a particular device
- detail types of software applications and their key purpose and suitability for different types of digital publication purposes
- discuss processes and technical procedures to adapt content for publication on different types of devices
- discuss types of technical problems that arise when adapting content for different devices, and processes and problem-solving steps that can be taken to overcome them
- identify national and international standards that impact publication of digital information.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Production flow, interruptions and time variances must be typical of those experienced in the printing field of work and include access to:

- computer hardware
- current industry software packages

Assessors must satisfy NVR/AQTF assessor requirements.

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