



Australian Government

ICPSUP2010 Prepare, load and unload reels and cores on and off machine

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

Application

This unit describes the skills and knowledge required to load and unload reels and cores on and off machines.

It applies to individuals who perform a range of mainly routine tasks in various sectors of the printing and graphic arts industry, and use limited practical skills and fundamental knowledge in a defined context. They generally work under direct supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Support

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 reels and cores	1.1 Identify and remove faulty material according to enterprise procedures 1.2 Position substrate in required unwind direction 1.3 Splice or join substrate according to job requirements 1.4 Select and prepare reel cores to meet work health and safety (WHS) requirements and job specifications
2. Load reels and cores	2.1 Load reels to web according to manufacturer and enterprise

ELEMENT	PERFORMANCE CRITERIA
onto machine	procedures and specifications 2.2 Load reel cores to meet job specifications 2.3 Clean area around machine during and on completion of loading
3. Unload reels off machine	3.1 Unload reels according manufacturer specifications and enterprise procedures 3.2 Prepare reels for next process 3.3 Store reels

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
Reading	Identifies text within job specifications and follows written instructions
Self-management	Identifies and follows organisational and regulatory requirements associated with own role
Planning and organising	Follows pre-determined, sequenced plans for tasks with more than one step
Problem solving	Follows clear, step-by-step instructions or procedures to address a small set of identified, routine problems directly relevant to own role

Unit Mapping Information

Supersedes and is equivalent to ICPSUP201 Prepare, load and unload reels and cores on and off.

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 ICPSUP2010 Prepare, load and unload reels and cores on and off machine

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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:

- prepare, load and unload at least two reels, cores or products, for two different jobs, according to job specifications.

In the course of the above the candidate must:

- identify all stop and safety controls on the machine.

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:
 - manual handling of reels
 - the placement of nip points, guards and safety devices on required machines
- common characteristics of reels
- the techniques for the preparation, loading and unloading of reels
- indicators of faulty and distorted reels and cores, and the techniques for correcting them
- the faults that may occur in reels due to incorrect loading
- the techniques for joining reels to the web
- the position of reels on the unwind unit
- reel grain direction
- reel labelling procedures and the information they should contain
- reel preparations required for the next operation, including:
 - stripping
 - stacking
 - wrapping
 - labelling

- 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:

- special purpose tools, equipment and materials
- printing or converting machinery.

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

Links

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