



Australian Government

Department of Education, Employment and Workplace Relations

ICPCF326C Undertake pre make-ready for die cutting

Revision Number: 1

ICPCF326C Undertake pre make-ready for die cutting

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to prepare cutting formes (two large and two small) to accommodate different complexities of cutting with multiple images with extremely tight registration and highly accurate cutting requirements.
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Application of the Unit

Application of the unit	This unit requires the individual to prepare cutting formes (two large and two small) to accommodate different complexities of cutting with multiple images with extremely tight registration and highly accurate cutting requirements. It is generally used in the packaging industry.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Obtain job instructions and locate forme	1.1. Job sheets or instructions are interpreted correctly 1.2. Existing formes are located in storage area using filing system and new formes and associated tooling are collected from holding location
2. Check cutting forme	2.1. Cutting forme/tooling is checked against master sample for accuracy of cut and fold 2.2. Centre line is located and checked to ensure accuracy of positioning/registration on Bobst
3. Position and set up counters	3.1. Cutting plate is located and prepared for counters 3.2. Counters are accurately positioned and set up on cutting plate to ensure registration with cutting forme
4. Conduct sample cut	4.1. Material to be used for sample cut is obtained 4.2. Cutting forme and cutting plate are accurately positioned on machine 4.3. Machine is operated to produce sample according to enterprise procedures
5. Check sample	5.1. Sample is accurately cut and registration of tooling is precise 5.2. Forme or tooling is adjusted if necessary according to job specifications 5.3. Sample is confirmed as correct by supervisor if required
6. Set up stripping forme and blank separator	6.1. Pins are positioned on stripping forme to ensure accurate removal of waste board 6.2. Blank separator is set up according to job specifications
7. Undertake filing procedure	7.1. Correct identification number is allocated to cutting formes/tooling and strippers and recorded 7.2. Information is correctly entered into filing system according to enterprise procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- OHS in relation to operating machinery such as safely switching off machinery before cleaning is started
- communication skills by interpreting job sheets correctly during set up
- planning and organising when setting up machinery and materials
- teamwork when discussing a sample with the supervisor
- using technology by setting up machinery
- problem solving by adjusting forme or tooling for precise cutting

Required knowledge

- checks made to correctly position bridge holes
- bridge holes reinforcement
- checks that can be performed to ensure that the saw cuts accurately match the line drawings
- checks to be made when cutting and shaping the knives and creasers
- OHS concerns that are there when setting knives
- factors that determine the amount of rubber attached to the forme
- factors that determine the positioning of the rubber on the forme
- important items to consider when setting the knives and creasers into position on the forme blank
- checked to be made when attaching stripping materials to stripper backing materials
- attachment of stripper materials accurately
- purpose of the mounting strips
- areas that must be proofed to ensure that the cutting forme meets the production order specifications
- allocation of numbers to each forme
- method of recording the forme allocation numbers that is the accepted formula

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- prepare cutting formes (two large and two small) to accommodate different complexities of cutting with multiple images with extremely tight registration and highly accurate cutting requirements
- demonstrate an ability to find and use information relevant to the task from a variety of information sources
- prepare FOUR cutting formes (two large and two small) to accommodate TWO different complexities of cutting. At least ONE must contain multiple images with extremely tight registration and highly accurate cutting requirements
- evidence for assessment may be gathered from assessment of the unit of competency alone or through an integrated assessment activity.

Context of and specific resources for assessment

Assessment must ensure:

- assessment may take place on the job, off the job or a combination of these
- off the job assessment must be undertaken in a closely simulated workplace environment.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- direct questioning combined with review of portfolios of evidence and third party workplace reports of on-the-job performance by the candidate.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.	
Context may include:	this competency is performed between the making of the cutting forme and it going to the cutting machine for normal make ready.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Converting, Binding and Finishing
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Co-requisite units

Co-requisite units		