



Australian Government

Department of Education, Employment and Workplace Relations

ICPPP283C Prepare artwork for screen printing

Revision Number: 1

ICPPP283C Prepare artwork for screen printing

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit describes the performance outcomes, skills and knowledge required to apply fundamental principles when combining elements and colour and selecting appropriate type for manual and electronic design artwork.
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Application of the Unit

Application of the unit	This unit requires the individual to prepare artwork for screen printing.
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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. Assess the requirements of the brief	1.1. The printing requirements of the layout brief are determined for printing feasibility 1.2. The brief is broken down into stages of production in order to determine a plan of procedure 1.3. A plan of action is determined to meet the time requirements of each stage so that deadlines are identified and adhered to 1.4. Correct design and typographic terms are used to facilitate communication
2. Assemble layout materials	2.1. Client copy and images are assembled to conform to the client brief 2.2. Library files are accessed for relevant data to conform to the brief 2.3. Appropriate equipment and materials to complete the layout are assembled to enable the brief to be undertaken efficiently
3. Construct a simple graphic design	3.1. Client requirements are checked to ensure the design concept matches the brief 3.2. Preliminary graphic design ideas are sketched according to the brief 3.3. A simple graphic design concept is rendered electronically or manually to conform to the brief 3.4. The rendered graphic design is checked for conformance to the brief
4. Produce finished artwork	4.1. A layout grid is ruled up according to the brief 4.2. Type selection, style and size are selected for the theme and readability and are fitted into the grid space allocated to conform to the brief 4.3. Originals and elements are selected, scaled and cropped appropriately to fit the grid space allocated 4.4. The components of the layout are positioned accurately using keylines to conform to the grid framework 4.5. Overlays/colour roughs are created to conform to the brief
5. Check for suitability	5.1. The layout is checked to eliminate omissions and errors 5.2. The layout design is checked for conformance to the brief

ELEMENT	PERFORMANCE CRITERIA
	5.3. Proofs are produced for hard copy checking 5.4. The layout is rendered ready to present to the client
6. Tidy materials and store data	6.1. Equipment and materials are returned to storage according to enterprise procedures 6.2. Design data and materials are filed ready for future retrieval according to enterprise procedures 6.3. The design area is cleaned to enterprise procedures ready for re-use

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 of ideas and information by using correct terms to facilitate communication according to industry standards
- collecting, analysing and organising information by producing and collecting elements according to the initial conceptual ideas
- planning and organising activities by sequencing stages of the artwork to produce a design flow
- teamwork when maintaining the production process in association with others
- mathematical ideas and techniques by working within the layout constraints to the specifications of the brief
- problem-solving skills by initiating quality checks against the brief as an ongoing process
- use of technology by using the relevant equipment to produce artwork for screen printing

Required knowledge

- considerations that are given to the layout
- first stage of the production brief
- function that would take up the most time
- what does a thumbnail describe?
- importance that would you place on detail in the first stage of the brief
- type of equipment that may be used for the construction of the layout
- name of the guides used in the design area
- requirements that would be included in the brief
- number of graphic design ideas are sketched or illustrated as preliminary ideas
- additional constraints that can be included in the concept
- purpose of ruling up a layout
- limitations that are there with type selection on the chosen substrates
- considerations that are given to elements to fit a given space
- use of keylines when used as element identification
- importance of identifying all colour(s) on the rough
- techniques that are used to check for mistakes
- checks of a proof that are made to conform to the brief
- condition that materials should be stored
- system of storage that is used for electronic data

REQUIRED SKILLS AND KNOWLEDGE

- materials that could be recycled

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 ability to:

- applying design principles when combining elements and colour to prepare artwork, both manually and electronically, to the satisfaction of the client
- demonstrate an ability to find and use information relevant to the task from a variety of information sources
- for valid and reliable assessment of this unit, evidence should be gathered over a period of time through a range of methods for assessment to indicate consistent performance
- 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
- access to appropriate equipment and materials.

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.	
<i>Brief</i> may include:	• job specifications, work ticket.
<i>Original</i> may include:	• line graphic or text.
<i>Elements</i> may include:	• text, headings, rules, pictures, graphics, tints, vignettes components and shapes.
<i>Proofs</i> may include:	• a printed sheet produced by electronic or manual means that represent the final product.
<i>Substrates</i> may include:	• print medium that will hold an image.

Unit Sector(s)

Unit sector	
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Competency field

Competency field	Pre-press
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Co-requisite units

Co-requisite units		