

Specification of Competency Standards
for the Printing and Publishing Industry
Unit of Competency

1. Title	Understand Internet
2. Code	PPPRIT302A
3. Level	3
4. Credit	6
5. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>5.1 Use Internet technology for sending and receiving files for printing</p> <ul style="list-style-type: none"> ◆ Know Internet services and application tools ◆ Use basic Internet tools to transfer and receive files for printing <p>5.2 Understand services provided by website</p> <ul style="list-style-type: none"> ◆ Know website for clients to make use of the Internet for registering printing requirement ◆ Understand website for clients to transfer printing document and check file ◆ Have a clear idea of website allowing clients to track printing job progress ◆ Know website provides clients with remote proof checking <p>5.3 Use website technology to build printing enterprise website</p> <ul style="list-style-type: none"> ◆ Know client service platform provided by printing enterprise website ◆ Use website technology to create intranet for printing enterprise ◆ Make use of intranet to coordinate enterprise resources and control print production

	<p>5.4 Provide client services platform</p> <ul style="list-style-type: none"> ◆ Apply Internet knowledge to assist in supporting Internet and intranet services, including registration of printing requirements by clients, transferring and receiving files for printing, inspecting files and remote proof checking
6. Range	Apply Internet knowledge to assist in supporting user services platform and perform related tasks for information technology department of a printing enterprise.
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Able to apply Internet knowledge to assist in supporting user services platforms.</p>
8. Remarks	The credit value of this unit of competency is based on the assumption that the learner has basic knowledge of the Internet.