

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

1. Title	Know basic operation of lithographic printing press for paper feeding and discharging and registration
2. Code	PPRPR102A
3. Level	1
4. Credit	12
5. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>5.1 Know operation procedure for lithographic printing press</p> <ul style="list-style-type: none"> <li>◆ Know prepress preparation</li> <li>◆ Understand important points to note during printing production</li> <li>◆ Understand procedures for printing press clean up after printing</li> </ul> <p>5.2 Master techniques for paper fanning, knocking, pulling and counting</p> <ul style="list-style-type: none"> <li>◆ Master correct method of handling and stacking paper (including fanning, knocking, pulling and counting)</li> </ul> <p>5.3 Know techniques for adjusting and controlling feeder and feedboard accessories</p> <ul style="list-style-type: none"> <li>◆ Follow steps and method of adjusting paper feeding system</li> <li>◆ Have a clear idea of basic operation and techniques for adjusting feeder</li> <li>◆ Know method of adjusting feedboard accessories</li> <li>◆ Follow correct procedures and method for adjusting guide system</li> </ul>

	5.4 Know techniques of registration	<ul style="list-style-type: none"> <li>◆ Know method of adjusting position of print image</li> <li>◆ Master adjustment of front lay and side lay</li> <li>◆ Apply plate cylinder adjustment method correctly</li> </ul>
5.5 Know method and techniques for adjusting discharge board	<ul style="list-style-type: none"> <li>◆ Identify names and functions of discharge board components</li> <li>◆ Follow correct procedures and method of adjusting paper discharge system</li> <li>◆ Understand basic use of spraying powder for printing press</li> <li>◆ Know spraying powder system structure and adjustment method</li> </ul>	
5.6 Know special use of waste paper during printing	<ul style="list-style-type: none"> <li>◆ Know use of waste paper for reducing spoilage when adjusting print colour</li> <li>◆ Understand use of waste paper to reduce colour strength of ink on rollers when adjusting printing colour</li> </ul>	
5.7 Follow procedure to ensure no waste paper left among normal impression	<ul style="list-style-type: none"> <li>◆ Pull out waste paper after printing press starts running for inspecting and ensuring that no waste paper is left among normal impression</li> </ul>	
5.8 Assist in adjusting lithographic printing press	<ul style="list-style-type: none"> <li>◆ Assist in adjusting paper feeding and discharge system of lithographic printing press using waste paper and in registration according to printing need</li> </ul>	

6. Range	Assist in adjusting feeder, position of print image and discharge board, master paper fanning, knocking, pulling and counting, handle waste paper and related tasks in lithographic printing department.
7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: (i) Able to assist in adjusting paper feeding and discharging system of lithographic printing press by making use of waste paper and in registration and related tasks according to printing need before actual printing.
8. Remarks	This unit of competency is applicable to printing industry practitioners in general.