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

1. Title	Understand processing for printing
2. Code	PPPUPD401A
3. Level	4
4. Credit	12
5. Competency	<table><tr><td colspan="2" align="center">Performance Requirements</td></tr><tr><td>5.1 Understand prepress procedure</td><td>♦ Understand text and graphics input, editing and saving methods ♦ Understand page layout processing and output</td></tr><tr><td>5.2 Understand printing procedure</td><td>♦ Understand printing plate making ♦ Understand printing methods and effect</td></tr><tr><td>5.3 Understand postpress procedure</td><td>♦ Understand major binding methods and application ♦ Understand major special finishing such as hot stamping and die-embossing</td></tr><tr><td>5.4 Understand printing materials</td><td>♦ Understand printing materials including paper, book cover material and printing ink</td></tr><tr><td>5.5 Understand delivery for printing procedure</td><td>♦ Understand procedures of order for printing, sign proof, print production period, etc</td></tr></table>

	5.6 Set up purchasing system in relation to monitoring production, arrange and carry out delivery for printing tasks	♦ Set up purchasing system in relation to production monitoring according to characteristics of publication and processing for printing in addition to arranging and carrying out delivery for printing tasks
6. Range	Provide design department / editorial department with professional advice (on suitable printing materials, effective production, etc) for publications and set up purchasing system in relation to production monitoring in addition to following up production progress and quality of publication and perform related tasks in production department.	
7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: (i) Able to set up purchasing system in relation to production monitoring according to characteristics of publication and processing for printing in addition to arranging and carrying out delivery for printing tasks.	
8.Remarks	The credit value of this unit of competency is based on the assumption that the learner has basic knowledge of printing.	