

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

1. Title	Understand edit process skills
2. Code	PPPUPD402A
3. Level	4
4. Credit	12
5. Competency	<p style="text-align: right;"><b><u>Performance Requirements</u></b></p> <p>5.1 Master basic design and page composition theory and elements      ♦ Master basic elements of design and their relationship as well as essential elements of composition and layout design</p> <p>5.2 Master use of text and illustrations      ♦ Master use of text and illustrations</p> <p>5.3 Master composition of the original and use of colour codes      ♦ Master composition of the original and use of colour codes for communication with design personnel and printing company</p> <p>5.4 Establish effective communication with design and printing personnel      ♦ Establish effective communication with design and printing personnel concerning basic design and elements of page composition</p>

6. Range	Establish effective communication with design and printing personnel and perform editing and related tasks in editorial department.
7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: (i) Able to establish effective communication with design and printing personnel concerning basic design and elements of page composition.
8. Remarks	The credit value of this unit of competency is based on the assumption that the learner has basic knowledge of book design and editing.