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

Functional Area - Operation and Management

Title	Master the electronic information system for printing
Code	106239L4
Range	Assist the information technology department in establishing and adopting an electronic information management system, solving problems, arise from using the system, and train staff in operating the system.
Level	4
Credit	6 （For Reference Only）
Competency	Performance Requirements 1. Understand CIP4 (Integration of Processes in Prepress, Press and Postpress) / JDF (Job Definition Format) print production workflow, etc. • Master CIP4 / JDF workflow's applied technology and work procedures. • Master troubleshooting for CIP4 / JDF workflow to find solutions for operational problems. • Master the development trends of CIP4 production model in printing industry. • Acquire knowledge of electronic information systems used in printing companies. 2. With the above knowledge, be able to assist in the establishment and implementation of an electronic information system for the printing company. 3. Be able to train staff to securely perform electronic information management and digitised production management for the printing company, and assist in solving problems arising from the malfunctioning of the electronic information system.
Assessment Criteria	The integrated outcome requirement of this unit of competency: • Assist the printing company in establishing and implementing an electronic information management system, solving operational problems of the system and train staff to operate the system.
Remark	The credit value of this unit of competency is based on the assumption that the learner has basic knowledge of electronic printing information management.