

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

Functional Area - Prepress Technology

Title	Know digital output techniques
Code	106245L1
Range	Assist to check the digital output file format, operate imposition software for digital proofing and computer-to-plate and related tasks under supervision in prepress department.
Level	1
Credit	6 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Know prepress output workflow, major application software, and image and text file specifications</p> <ul style="list-style-type: none"> • Know the use of major common image and text files, including the differences and application of image and text formats, and saving image and text files in correct formats for output use. • Know PDF(portable document file) and its properties, conversion methods, and also how to open and print PDF document. • Know output requirement for printable file, including differentiating between resolution dpi (dots per inch) and lpi (lines per inch) and printing requirements, choosing proper image and text file formats that are suitable for printing, basic file preflighting methods, choosing proper output colour mode and use of digital fonts. • Know how to differentiate page composition and page imposition. • Able to use digital page imposition software for simple loose pages and book imposition. • Know digital proofing methods and their basic principles. • Know to identify different types of wet proofs and digital proofs. • Know computer-to-plate (CTP) production workflow and its advantages. • Know differences between conventional plate-making and computer-to-plate (CTP) procedures. • Know concept and production methods of soft proofs. <p>2. With the above knowledge, be able to assist in checking the digital output file formats, operating imposition software for digital proofing, computer-to-plate and soft proofs, etc. under supervision during routine daily work.</p> <p>3. Be able to follow the production specification and instruction of digital output workflow and perform duties in digital output department.</p>
Assessment Criteria	<p>This integrated outcome requirement for this unit of competency:</p> <ul style="list-style-type: none"> • Able to assist in digital output and related tasks under supervision and according to specific requirements.
Remark	The credit value of this unit of competency is based on the assumption that the learner has basic knowledge of computer operation.