

ICP10 PRINTING AND GRAPHIC ARTS TRAINING PACKAGE

Version 2.1

WA NOMINAL HOURS GUIDE

Introduction

This Guide has been generated to enable the stakeholders in this Industry in Western Australia to participate in the managed implementation of the National ICP10 Printing and Graphic Arts Training Package.

This Guide is designed to aid Registered Training Organisations (RTOs) to convert from existing Training Package qualifications to new Training Package qualifications within the scope of their training delivery.

The Guide should be read in conjunction with the endorsed components of the Training Package

Version 2.1 of the ICP10 Printing and Graphic Arts Training Package was released by Training.Gov.Au (TGA) on the 13 April 2013.

Transition Arrangements

Registered Training Organisations (RTOs) are required to deliver Training Package qualifications in accordance with the Standards for RTOs. For further information visit the Training Accreditation Council website www.tac.wa.gov.au.

Nominal Hours

Nominal hours are the hours of training notionally required to achieve the outcomes of units of competency.

Nominal hours are identified for nationally endorsed qualifications. Nominal hours may vary for a qualification depending on the selection of units of competency.

In Western Australia, nominal hours are used as a mechanism for funding allocation.

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Qualifications and Nominal Hours

The following table provides a summary of the qualifications and nominal hours in version 2.1 of the ICP10 Printing and Graphic Arts Training Package

National Code	National Title	Nominal Hours
ICP20110	Certificate II in Printing and Graphic Arts (General)	560
ICP20210	Certificate II in Printing and Graphic Arts (Desktop Publishing)	575
ICP20310	Certificate II in Printing and Graphic Arts (Digital Printing)	560
ICP20410	Certificate II in Printing and Graphic Arts (Print Production Support)	500
ICP20510	Certificate II in Printing and Graphic Arts (Screen Printing)	550
ICP20610	Certificate II in Printing and Graphic Arts (Converting, Binding and Finishing)	510
ICP20710	Certificate II in Printing and Graphic Arts (Sacks and Bags)	460
ICP20810	Certificate II in Printing and Graphic Arts (Cartons)	490
ICP20910	Certificate II in Printing and Graphic Arts (Corrugating)	480
ICP21010	Certificate II in Printing and Graphic Arts (Mail House)	460
ICP21110	Certificate II in Printing and Graphic Arts (Ink Manufacture)	505
ICP30112	Certificate III in Printing and Graphic Arts (Graphic Design Production)	835
ICP30212	Certificate III in Printing and Graphic Arts (Graphic Pre-press)	895
ICP30312	Certificate III in Printing and Graphic Arts (Multimedia)	710
ICP30412	Certificate III in Printing and Graphic Arts (Digital Printing)	745
ICP30512	Certificate III in Printing and Graphic Arts (Printing)	800
ICP30612	Certificate III in Printing and Graphic Arts (Screen Printing)	830
ICP30712	Certificate III in Printing and Graphic Arts (Print Finishing)	900
ICP30812	Certificate III in Printing and Graphic Arts (Sacks and Bags)	645
ICP30912	Certificate III in Printing and Graphic Arts (Cartons and Corrugating)	810
ICP31012	Certificate III in Printing and Graphic Arts (Mail House)	770
ICP31112	Certificate III in Printing and Graphic Arts (Ink Manufacture)	830
ICP40110	Certificate IV in Printing and Graphic Arts (Graphic Pre-press)	495
ICP40210	Certificate IV in Printing and Graphic Arts (Multimedia)	1195
ICP40310	Certificate IV in Printing and Graphic Arts (Printing)	620
ICP40410	Certificate IV in Printing and Graphic Arts (Print Finishing)	480
ICP40510	Certificate IV in Printing and Graphic Arts (Mail House)	1120
ICP40610	Certificate IV in Printing and Graphic Arts (Management/Sales)	870
ICP40710	Certificate IV in Printing and Graphic Arts (Process Leadership)	960
ICP50110	Diploma of Printing and Graphic Arts (Digital Production)	1060
ICP50210	Diploma of Printing and Graphic Arts (Multimedia)	1080
ICP50310	Diploma of Printing and Graphic Arts (Printing)	1140
ICP50410	Diploma of Printing and Graphic Arts (Management/Sales)	910
ICP50510	Diploma of Printing and Graphic Arts (Process Improvement)	1010

Units of Competency and Nominal Hours

The following table provides a summary of the units of competency and nominal hours in version 2.1 of the ICP10 Printing and Graphic Arts Training Package

National Code	National Title	Nominal Hours
ICPCF105C	Operate in-line mail machine	20
ICPCF202C	Handline mail	15
ICPCF203C	Collate and insert mail manually	20
ICPCF204C	Operate addressing machine	20
ICPCF208C	Set up and operate a cheque mailer machine	20
ICPCF209C	Set up and operate in-line mail machine	20
ICPCF2101C	Set up and run machine for sewing	30
ICPCF2104C	Set up single-faced web	20
ICPCF2106C	Set up double-faced web	20
ICPCF2108C	Produce basic folded and glued cartons	30
ICPCF220C	Produce basic converted or finished product	30
ICPCF221C	Set up and produce basic guillotined product	30
ICPCF222C	Set up and operate in-line cutter	20
ICPCF223C	Set up machine for cutting (trimming)	30
ICPCF224C	Produce cut (trimmed) product	30
ICPCF225C	Set up machine for basic flat-bed die cutting or embossing	20
ICPCF226C	Produce basic flat-bed die cut or embossed product	20
ICPCF227C	Set up machine for basic rotary die cutting or embossing	30
ICPCF228C	Produce basic rotary die cut or embossed product	30
ICPCF231C	Set up machine for basic flat-bed cutting	30
ICPCF232C	Produce basic flat-bed cut product	20
ICPCF235C	Set up machine for basic rotary cutting	30
ICPCF236C	Produce basic rotary cut product	30
ICPCF241C	Set up machine for basic single or continuous folding	30
ICPCF242C	Produce basic single or continuous folded product	30
ICPCF243C	Set up machine for basic collating or inserting (sheet/section)	40
ICPCF244C	Produce basic collated or inserted (sheet/section) product	40
ICPCF245C	Set up and produce hand-collated or -inserted product	30
ICPCF261C	Set up machine for basic adhesive, mechanical or thermal fastening	30
ICPCF262C	Produce basic adhesive, mechanical or thermal fastened product	30
ICPCF263C	Set up and produce hand-fastened product	40
ICPCF281C	Set up machine for basic laminating	30
ICPCF282C	Produce basic laminated product	30
ICPCF294C	Set up profile cutting for envelope manufacture	20

ICPCF297C	Clean sack and bag machines	10
ICPCF298C	Run and monitor sack and bag machines	20
ICPCF3100C	Run and monitor in-line tube making machine for sack or bag manufacture	30
ICPCF3101C	Run and monitor in-line bottom making machine for sack or bag manufacture	40
ICPCF3102C	Set up and monitor in-line scoring, folding and gluing machine for sack or bag manufacture	30
ICPCF3103C	Run and monitor envelope manufacturing machines	30
ICPCF3105C	Produce single-faced web	30
ICPCF3106C	Set up machine for basic carton folding and gluing	40
ICPCF3107C	Produce double-faced web	30
ICPCF3109C	Produce complex folded and glued cartons	60
ICPCF311C	Prepare for cutting forme and stripper making	50
ICPCF312C	Set cutting forme and strippers	50
ICPCF320C	Produce complex converted or finished product	40
ICPCF321C	Set up and produce complex guillotined product	50
ICPCF326C	Undertake pre make-ready for die cutting	50
ICPCF327C	Set up machine for complex rotary die cutting or embossing	50
ICPCF328C	Produce complex rotary die cut or embossed product	20
ICPCF341C	Set up machine for complex sequenced or multiple folding	50
ICPCF342C	Produce complex sequenced or multiple folded product	50
ICPCF343C	Set up machine for complex collating or inserting (sheet/section/reel)	60
ICPCF344C	Produce complex collated or inserted (sheet/section/reel) product	60
ICPCF361C	Set up machine for complex adhesive, mechanical or sewn fastening	50
ICPCF362C	Produce complex adhesive, mechanical or sewn fastened product	50
ICPCF369C	Set up and produce hand-made box	50
ICPCF371C	Decorate paper	20
ICPCF381C	Set up machine for complex laminating	50
ICPCF382C	Produce complex laminated product	50
ICPCF391C	Use electronic monitoring systems (converting and finishing)	50
ICPCF392C	Produce product on window gluer	40
ICPCF393C	Set up machine for envelope manufacture	30
ICPCF395C	Set up and operate folder gluer machine	50
ICPCF396C	Set up in-line scoring, folding and gluing machine for envelope manufacture	50
ICPCF398C	Set up in-line bottom making machine for sack or bag manufacture	30
ICPCF399C	Set up in-line tube making machine for sack or bag manufacture	30
ICPCF406C	Set up and load in-line smart card machine	60
ICPCF407C	Operate a smart card machine and pack product	60
ICPCF410C	Set up machine for complex carton folding and gluing	60
ICPCF425C	Set up machine for complex flat-bed die cutting or embossing	25
ICPCF426C	Produce complex flat-bed die cut or embossed product	20
ICPCF465C	Set up and produce hand-bound book	70
ICPCF467C	Restore books	70

ICPIM211C	Select and prepare materials for production	20
ICPIM221C	Blend chemicals	20
ICPIM251C	Filter and pack product	15
ICPIM331C	Manufacture inks and coatings	50
ICPIM335C	Manufacture varnish and resin	50
ICPKN311C	Apply knowledge of the graphic pre-press sector	80
ICPKN312C	Apply knowledge of printing machining	80
ICPKN313C	Apply knowledge and requirements of the converting, binding and finishing sector	60
ICPKN314C	Apply knowledge and requirements of the screen printing sector	80
ICPKN315C	Apply knowledge and requirements of the multimedia sector	60
ICPKN316C	Apply knowledge and requirements of paper and printing processes	80
ICPKN317C	Apply knowledge and requirements of the ink manufacturing sector	80
ICPKN318C	Apply knowledge and requirements of mail house operations	80
ICPKN319C	Apply knowledge and processes of converting paper-based products	80
ICPKN320C	Apply knowledge and requirements of information technology systems in the printing industry	70
ICPKN321A	Apply knowledge and requirements of digital production	60
ICPMM263C	Access and use the Internet	20
ICPMM296C	Create and test a CD-ROM/DVD	20
ICPMM321C	Capture a digital image	30
ICPMM322C	Edit a digital image	40
ICPMM344C	Manipulate and incorporate audio into multimedia presentations	40
ICPMM346C	Incorporate video into multimedia presentations	40
ICPMM491D	Create an extensible document	40
ICPMM492D	Create an extensible style sheet	60
ICPMM581C	Manage multimedia production	35
ICPMM582C	Manage multimedia projects	35
ICPPP211C	Develop a basic design concept	30
ICPPP221C	Select and apply type	30
ICPPP223C	Photograph a line image	30
ICPPP224C	Produce pages using a page layout application	60
ICPPP225C	Produce graphics using a graphics application	60
ICPPP231C	Manually combine spot colour and basic four-colour images	30
ICPPP232C	Electronically combine and assemble data	60
ICPPP252C	Output images	30
ICPPP260C	Proof images	30
ICPPP266C	Produce relief plates	30
ICPPP267C	Produce offset lithographic plates	30
ICPPP268C	Make photopolymer plates (flexographic)	30
ICPPP269C	Produce photopolymer plates for pad printing	30
ICPPP272C	Produce gravure cylinders manually	30
ICPPP281C	Design basic carton	30

ICPPP283C	Prepare artwork for screen printing	40
ICPPP284B	Produce PDF files for online or screen display	55
ICPPP285A	Scan a mono image	18
ICPPP286A	Scan images for reproduction	30
ICPPP311C	Develop a detailed design concept	30
ICPPP321C	Produce a typographic image	50
ICPPP322C	Digitise images for reproduction	50
ICPPP323C	Photograph and produce halftone images	50
ICPPP324C	Create pages using a page layout application	60
ICPPP325C	Create graphics using a graphics application	60
ICPPP331C	Manually combine complex four-colour images	50
ICPPP333C	Electronically combine complex images	60
ICPPP334C	Prepare an imposition format for printing processes	50
ICPPP352C	Output complex images	50
ICPPP360C	Undertake special colour proofing	50
ICPPP370C	Produce multiple image plates	50
ICPPP372C	Produce gravure cylinders electronically	50
ICPPP382C	Produce computer image for screen printing	40
ICPPP385C	Operate a database for digital printing	50
ICPPP386C	Undertake digital proofing	30
ICPPP396A	Generate high-end PDF files	50
ICPPP397A	Transfer digital files	40
ICPPP411C	Undertake a complex design brief	30
ICPPP421C	Compose and evaluate typography	50
ICPPP422C	Digitise complex images for reproduction	50
ICPPP423C	Apply colour to design brief	80
ICPPP430C	Manage colour	70
ICPPP435C	Generate complex imposition	50
ICPPP452C	Output complex images direct to plate or press	50
ICPPP481C	Design complex carton	50
ICPPP484C	Set up and operate automated workflow	60
ICPPP485C	Develop a digital data template	50
ICPPP494C	Develop document content and structure	60
ICPPR211C	Mount and proof flexographic plates for basic printing	30
ICPPR214C	Produce basic flexographic printed product	50
ICPPR222C	Produce basic gravure printed product	50
ICPPR232C	Produce basic lithographic printed product	50
ICPPR242C	Produce basic pad printed product	30
ICPPR261C	Set up for foil stamping	30
ICPPR262C	Produce foil stamped product	30
ICPPR271C	Set up for basic coating	30

ICPPR272C	Produce basic coated product	50
ICPPR282C	Produce and manage basic digital print	50
ICPPR283A	Use digital media consumables	25
ICPPR284A	Introduction to colour management	25
ICPPR285A	Use digital workflow	25
ICPPR286A	Finish a digital product	25
ICPPR287A	Use digital processes	25
ICPPR288A	Produce basic relief printed product	50
ICPPR313C	Set up for basic flexographic printing	30
ICPPR314C	Produce complex flexographic printed product	50
ICPPR321C	Set up for basic gravure printing	30
ICPPR322C	Produce complex gravure printed product	50
ICPPR331C	Set up for basic lithographic printing	30
ICPPR332C	Produce complex lithographic printed product	60
ICPPR341C	Set up for basic pad printing	30
ICPPR342C	Produce complex pad printed product	50
ICPPR382C	Produce and manage complex digital print	60
ICPPR383C	Prepare for personalised digital printing	40
ICPPR384A	Set up and produce basic digital print	50
ICPPR385A	Apply software applications to digital production	45
ICPPR386A	Troubleshoot digital media	70
ICPPR387A	Use colour management for production	55
ICPPR388A	Preflight and import complex images for digital device	70
ICPPR389A	Manage digital files	35
ICPPR390A	Generate a proof for digital production	25
ICPPR392A	Set up and produce specialised digital print	70
ICPPR393A	Set up for basic relief printing	30
ICPPR394A	Produce complex relief printed product	50
ICPPR411C	Mount and demount flexographic plates for complex printing	50
ICPPR413C	Set up for complex flexographic printing	50
ICPPR414C	Produce specialised flexographic printed product	80
ICPPR421C	Set up for complex gravure printing	50
ICPPR422C	Produce specialised gravure printed product	80
ICPPR431C	Set up for complex lithographic printing	50
ICPPR432C	Produce specialised lithographic printed product	80
ICPPR441C	Set up for complex pad printing	50
ICPPR442C	Produce specialised pad printed product	80
ICPPR451C	Set up for complex relief printing	50
ICPPR452C	Produce specialised relief printed product	80
ICPPR471C	Set up for complex coating	50
ICPPR472C	Produce complex coated product	50

ICPPR484C	Prepare for variable data printing	50
ICPPR491C	Use on-press monitoring of print quality	50
ICPPR492C	Use on-press print control devices	50
ICPPR493C	Set up and monitor in-line printing operations	50
ICPPR494A	Apply advanced software applications to digital production	70
ICPPR495A	Set up and use complex colour management for production	90
ICPPR496A	Set up and produce complex digital print	60
ICPPR513C	Set up for specialised flexographic printing	80
ICPPR521C	Set up for specialised gravure printing	80
ICPPR531C	Set up for specialised lithographic printing	80
ICPPR541C	Set up for specialised pad printing	80
ICPPR551C	Set up for specialised relief printing	80
ICPPR552A	Manage digital production work flow	45
ICPSP211C	Reclaim screen automatically	30
ICPSP215C	Prepare screen	30
ICPSP221C	Prepare substrate	30
ICPSP222C	Prepare and cut screen print substrate	20
ICPSP233C	Manually prepare direct emulsion stencil	30
ICPSP235C	Prepare stencil using photographic indirect method	30
ICPSP270C	Manually prepare and produce screen prints	80
ICPSP271C	Manually produce basic screen prints	30
ICPSP273C	Semi-automatically produce basic screen prints	30
ICPSP275C	Automatically produce basic screen prints	30
ICPSP281C	Finish screen print products	30
ICPSP282A	Prepare film for basic screen printing	30
ICPSP311C	Reclaim screen manually	30
ICPSP333C	Automatically prepare direct emulsion stencil	30
ICPSP337D	Prepare stencil using photographic capillary method	50
ICPSP339C	Prepare stencil using direct projection method	50
ICPSP341C	Prepare stencil using direct electronic imaging method	50
ICPSP351C	Prepare machine and drying/curing unit	50
ICPSP371C	Manually produce complex screen prints	50
ICPSP373C	Semi-automatically produce complex screen prints	50
ICPSP374C	Operate a semi-automatic screen printing machine	60
ICPSP375C	Automatically produce complex screen prints	50
ICPSP376C	Operate an automatic screen printing machine	60
ICPSP382C	Produce computer image for screen printing	40
ICPSP383A	Prepare film for complex screen printing	30
ICPSU120C	Pack product	30
ICPSU201C	Prepare, load and unload reels and cores on and off machine	30
ICPSU202C	Prepare, load and unload product on and off machine	20

ICPSU203C	Prepare and maintain the work area	60
ICPSU207C	Prepare machine for operation (basic)	30
ICPSU208C	Operate and monitor machines (basic)	30
ICPSU211C	Prepare ink and additives	30
ICPSU212C	Prepare coatings and adhesives	30
ICPSU216C	Inspect quality against required standards	30
ICPSU221C	Pack and dispatch product	30
ICPSU222C	Pack and dispatch solid waste	30
ICPSU224C	Perform basic machine maintenance	30
ICPSU225C	Perform small machine maintenance	30
ICPSU235C	Lift loads mechanically	30
ICPSU236C	Shift loads mechanically	30
ICPSU241C	Undertake warehouse or stores materials processing	30
ICPSU243C	Reconcile process outputs	30
ICPSU260C	Maintain a safe work environment	30
ICPSU261C	Follow OHS practices and identify environmental hazards	60
ICPSU262C	Communicate in the workplace	50
ICPSU263C	Perform basic industry calculations	30
ICPSU271C	Provide basic instruction for a task	50
ICPSU280C	Enter data into electronic system	30
ICPSU281C	Use computer systems	30
ICPSU311C	Prepare ink and additives (advanced)	30
ICPSU321C	Pack and dispatch (advanced)	50
ICPSU323C	Dispose of waste	30
ICPSU342C	Undertake inventory procedures	30
ICPSU345C	Purchase materials and schedule deliveries	50
ICPSU351C	Undertake basic production scheduling	50
ICPSU352C	Plan operational processes	50
ICPSU357C	Apply quick changeover procedures	20
ICPSU362C	Communicate as part of a work team	30
ICPSU381C	Operate and maintain computer resources	50
ICPSU389C	Undertake basic root cause analysis	50
ICPSU417C	Perform laboratory quality tests of materials and finished product	50
ICPSU455C	Supervise and schedule work of others	50
ICPSU456C	Control production	50
ICPSU458C	Monitor production workflow	50
ICPSU464C	Provide customer service and education	50
ICPSU482C	Troubleshoot and optimise materials and machinery	50
ICPSU485C	Implement a Just-in-Time (JIT) system	80
ICPSU486C	Mistake proof a production process	60
ICPSU487C	Analyse manual handling processes	60

ICPSU488C	Ensure process improvements are sustained	50
ICPSU516C	Set and apply quality standards	50
ICPSU553C	Prepare production costing estimates	50
ICPSU554C	Manage teams	50
ICPSU561C	Implement and monitor OHS	50
ICPSU583C	Troubleshoot and optimise the production process	50
ICPSU684C	Determine and improve process capability	80

Qualification Mapping

The following table provides an overview of the qualifications from the version 2.1 which replace qualifications from the existing version of the ICP10 Printing and Graphic Arts Training Package.

Version 2.0 Current Qualification			Version 2.1 Replacement Qualification			
National Code	National Title	Hours	National Code	Qualification Title	Hours	E/NE
	No changes occurred between version 2.0 and 2.1					

Mapping Units of Competency

The following table provides an overview of the units of competency from version 2.0 which are replaced by the units of competency from the existing version of the ICP10 Printing and Graphic Arts Training Package.

Version 2.0 Current Unit			Version 2.1 Replacement Unit			
National Code	National Title	Hours	National Code	National Title	Hours	E/NE
	No changes occurred between version 2.0 and 2.1					