spectra training

A smarter future

Our consultants can work with you to identify essential skills needed by your workforce and design a training solution to drive your business forward across business sectors that include:

- Business Services
- Competitive Systems & Practices
- Management
- Manufacturing
- Printing & Graphic Arts
- Retail Services
- Sales & Customer Service
- Transport & Logistics

For more information, visit Spectra Training Australia at **www.spectra.edu.au** or phone our friendly team on **03 9292 8000** or email **info@spectra.edu.au**

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Certificate III in Printing

ICP31215 CERTIFICATE III IN PRINTING

Course Overview

This program is designed to teach participants how to produce printed products utilising a range of machinery, equipment and processes. It develops participants' capabilities in a variety of disciplines to in turn contribute to the improvement of the organisation's operational performance.

Printing

The Spectra Training Australia Difference

Spectra Training Australia's Dynamic Training System offers the unique experience of group and individual training delivered in workshops and on the job. This system ensures practical application of learning in your workplace so staff enjoy training and can apply their skills and knowledge.

- Spectra Training Australia engages with workplace mentors to ensure the training provides real benefits and improvements that help retain staff and add value to your business.
- Our trainers are industry experienced professionals who can ensure measurable outcomes.
- Minimal disruption to your operations as we understand day to day work pressures.
- We engage directly with industry and implement training strategies that will respond to industry's specific needs using our in-house instructional design writers.
- We identify where individuals may need extra support and assistance to complete their training.

ICP31215 CERTIFICATE III IN PRINTING

Course Overview

This course is designed to deliver the formal training component of an Australian Apprenticeship in Printing. During the course, participants will learn to apply solutions to a range of industry related problems, encompassing different equipment, systems and processes, and to analyse and evaluate information from different sources. Participants will develop knowledge of Print Machining and its position within the Printing and Graphic Arts industry workflow. Participants will also learn how to practically implement this learning in the workplace.

Delivery and Assessment Methods

Delivery is a combination of group workshops and coaching sessions. Assessment tasks typically include on-the-job observation and questioning, work-based training activities and workplace based projects.

Entry Requirements

Participants must be employed as an apprentice within the Printing and Graphic Arts Industry. Participants also require basic levels of language, literacy and numeracy skills, equivalent to Year 10 of compulsory schooling as a minimum.

Duration

This program is typically delivered over a 38 month period, however this will vary according to client needs and will be negotiated during the consultation process.

Course Structure

Dynamic Training System Cycle

Cycle 1

Training (Onsite, group based)
- Face-to-face training sessions
- Thematic/topical, facilitated by subject matter experts
- Flexible in duration and frequency

Coaching (Onsite, on-and-off-the-job)
- Individualised coaching sessions
- Confirmation of application of training session content
- Project facilitation

Assessment (on-the-job)
- Observation assessments
- Project validation
- Skills and knowledge verification

Cycle 2 | **Cycle 3** | **Cycle 4**

Proposed Training Program

Pre-Training	Induction	Pre-training review, including: > Skills recognition application (if applicable) > Language, Literacy and Numeracy assessment > Identification of learner support needs > Program overview	Learner Induction Mentor Induction

Cycle No.	Title	Topics Covered	Units
Cycle 1	Safety and Communication	> Workplace health and safety in the printing industry > Effective communication in the workplace	Maintain a safe work environment (ICPSUP260) – **CORE UNIT** Communicate in the workplace (ICPSUP262) – **CORE UNIT**
Cycle 2	Housekeeping	> Environmental hazards > Safe disposal techniques > Reducing resource usage	Prepare and maintain the work area (ICPSUP203) Dispose of waste (ICPSUP323) Participate in environmentally sustainable work practices (BSBSUS201) – **CORE UNIT**
Cycle 3	Quality Control	> Proper manual handling techniques > Quality standards, tolerances and conformance	Inspect quality against required standards (ICPSUP216) – **CORE UNIT** Prepare, load and unload product on and off machine (ICPSUP202)
Cycle 4	5S	> Sort, Set, Shine, Standardise and Sustain	Apply 5S procedures (MSS402040)
Cycle 5	Industry Calculations	> Measuring tools and standards of measurement > Calculating time usage, volumes, percentages, paper sizes	Perform basic industry calculations (ICPSUP263)
Cycle 6	Quick Changeovers	> Fast and efficient job changeovers	Apply quick changeover procedures (ICPSUP357)
Cycle 7	Basic Maintenance	> Basic operator maintenance – tighten, lubricate, clean etc.	Undertake basic machine maintenance (ICPSUP282)
Cycle 8	Inks and Additives	> Preparation of inks and additives for printing	Prepare inks and additives (ICPSUP211)
Cycle 9	Machine Operation Fundamentals	> Pre-start checks and start up procedures > Monitoring and shut down procedures	Prepare machine for operation (basic) (ICPSUP207) Operate and monitor machines (basic) (ICPSUP208)
Cycle 10	Elective Dependent	> Set up for basic (selected) printing > Produce basic (selected) printed product	**Elective Unit:** Set up for basic (selected) printing (ICPPRNXXX) **Elective Unit:** Produce basic (selected) printed product (ICPPRNXXX)
Cycle 11	Elective Dependent	> Set up for complex (selected) printing > Produce complex (selected) printed product	**Elective Unit:** Set up for complex (selected) printing (ICPPRNXXX) **Elective Unit:** Produce complex (selected) printed product (ICPPRNXXX)
Cycle 12	Problem Solving	> Root cause analysis – 5 Why's, Fishbones, Paretos etc. > Basic error proofing	Undertake root cause analysis (MSS402080)
Cycle 13	Final Knowledge Assessment	> Review of the printing process from pre-press to post-press > Accumulative knowledge assessment	Develop knowledge of the printing and graphic arts industry (ICPKNW322) Use computer systems (ICPSUP281)

For Cycles 10 and 11, select one of the following streams:

LITHOGRAPHY	Cycle 10	ICPPRN331	Set up for basic lithographic printing
		ICPPRN232	Produce basic lithographic printed product
	Cycle 11	ICPPRN431	Set up for complex lithographic printing
		ICPPRN332	Produce complex lithographic printed product
FLEXOGRAPHY	Cycle 10	ICPPRN313	Set up for basic flexographic printing
		ICPPRN214	Produce basic flexographic printed product
	Cycle 11	ICPPRN413	Set up for complex flexographic printing
		ICPPRN314	Produce complex flexographic printed product

GRAVURE	Cycle 10	ICPPRN321	Set up for basic gravure printing
		ICPPRN222	Produce basic gravure printed product
	Cycle 11	ICPPRN421	Set up for complex gravure printing
		ICPPRN322	Produce complex gravure printed product
RELIEF	Cycle 10	ICPPRN393	Set up for basic relief printing
		ICPPRN288	Produce basic relief printed product
	Cycle 11	ICPPRN451	Set up for complex relief printing
		ICPPRN394	Produce complex relief printed product

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Pre-training Review

Prior to the commencement of training, a pre-training review will be undertaken to ascertain the participant's current levels of language, literacy and numeracy (LLN), eligibility for skills recognition/recognition of prior learning and if any specific support needs are required.

Mentor Induction and Engagement

Spectra Training Australia believes that it is very important to have effective workplace mentors from your business engaged in this learning. This ensures that the knowledge and skills are reinforced throughout the program and that the participant progresses through and completes the course. Workplace mentors are comprehensively inducted into the program so their roles and responsibilities are well understood.

Pathway / Careers

Successful completion of this program can lead to further career opportunities in the Printing and Graphic Arts Industry and vocational settings.

Further study can be undertaken in the Certificate IV in Printing and Graphic Arts (ICP40115).

Access and Equity

Spectra Training Australia is committed to ensuring people with special needs have equal opportunity and access to its courses. Spectra Training Australia is committed to identifying and supporting the learning needs of each individual and encourages people of all abilities to apply to undertake learning.

Fees and Charges

Information about course fees and charges can be found in the National Fees Booklet available on the Spectra Training Australia website: www.spectra.edu.au

Spectra Training Australia's Refund Policy is also published on the website.

Eligibility / Government Funding

Spectra Training Australia is a national provider of workplace training. For eligible participants, this training may be partly funded by your State/Territory Government in partnership with the Commonwealth Government.

If accessing this funding students may not be eligible for further State and Commonwealth Government Funded Training.

For information on eligibility criteria, please consult the Spectra Training Australia website.

For further information on State/Territory initiatives or details of an Australian Apprenticeship Centre please visit: www.australianapprenticeships.gov.au

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