

Make ready a press for dry offset single colour printing

Level 3

Credits 40

Purpose People credited with this unit standard are able to: check documentation, and confirm requirements for the job are available; prepare substrates for printing; confirm plates meet the job requirements; use inks and ink additives to meet the requirements of the job; position and secure plates on the press; pre-set the inking system; load machine, position substrate, and unload safely; and take a print and prepare for production run.

Subfield Printing

Domain Dry Offset

Status Registered

Status date 27 October 2006

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Entry information Prerequisite: Unit 340, *Demonstrate knowledge of safe working practices in the printing and graphic pre-press industries*, or demonstrate equivalent knowledge and skills.

Accreditation Evaluation of documentation and visit by NZQA and industry.

Standard setting body (SSB) Competenz

Accreditation and Moderation Action Plan (AMAP) reference 0005

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Special notes

- 1 All workplace practices must meet any applicable and recognised codes of practice, and documented workplace health, safety, and environmental procedures for personal, product, workplace health, safety, and environmental matters, and the obligations required under current law including the Health and Safety in Employment Act 1992, Resource Management Act 1991, and their subsequent amendments.
- 2 *Workplace practices* refer to the documented procedures for the machine and/or workplace.

Elements and performance criteria

Element 1

Check documentation, and confirm requirements for the job are available.

Performance criteria

- 1.1 Job documentation is checked to ensure that all specifications for the process being undertaken are complete and any discrepancies are reported in accordance with workplace practices.
- 1.2 Components required for the job are checked against the job documentation and their availability confirmed.
- 1.3 Availability of equipment, as determined by the job documentation, is confirmed.

Element 2

Prepare substrates for printing.

Performance criteria

- 2.1 Substrate suitability is confirmed for both the job requirements and the production process.
- 2.2 Substrate quantity issued is confirmed against the job specifications.
- 2.3 Substrates are conditioned for surface tension in accordance with workplace practices.

Range may include but is not limited to – corona discharge, flaming, chemical treatment.

Element 3

Confirm plates meet the job requirements.

Performance criteria

- 3.1 Sizes and position of plates are checked against job specifications ensuring suitability for press requirements.
- 3.2 Plates are checked against proof for image defects, and any defects are reported in accordance with workplace practices.

Range image defects include but are not limited to – missing images, unwanted images, position of image.

Element 4

Use inks and ink additives to meet the requirements of the job.

Performance criteria

- 4.1 Inks are identified and used.
- 4.2 Ink quantities are calculated, in accordance with workplace practices.
- 4.3 Ink additives are selected and used to ensure quality of print meets the job requirements.

Range any of – reducers, extenders, photoinitiators, slip additives.

Element 5

Position and secure plates on the press.

Performance criteria

- 5.1 Plates are confirmed as meeting the requirements of the job.
- 5.2 Plates are positioned and secured on the press to meet the requirements of the job.

Element 6

Pre-set the inking system.

Performance criteria

- 6.1 The inking system on the press being made ready is explained in terms of operation.
- 6.2 Ink is added to the duct in the correct amount to suit both the image on the plate and the run length.
- 6.3 Ink keys are pre-set to meet the requirements of the job specifications.

Range factors to be considered – time reduction, waste reduction, allow preliminary proof to be taken for checking purposes.

Element 7

Load machine, position substrate, and unload safely.

Performance criteria

- 7.1 Substrate is loaded into machine in accordance with workplace practices, and positioned to meet the job requirements.

7.2 Faults found while loading substrate are identified and reported in accordance with workplace practices.

Range faults may include but are not limited to – damaged edges, dimensional distortion, foreign matter, marking.

7.3 Substrate is unloaded safely, and any defects identified are reported and rectified in accordance with workplace practices.

Range defects may include but are not limited to – marking, mis-registration, damage caused by bad stacking, drying, adhesion, splitting, crushing, drying system faults, inking system faults.

Element 8

Take a print and prepare for production run.

Performance criteria

8.1 Machine start up and shut down procedures are followed during the print run in accordance with machine operating manual, workplace practices and occupational health and safety requirements.

8.2 Potential hazards for the equipment being used are identified and reported in accordance with workplace practices.

8.3 Impression is checked for image transfer, and adjusted to meet the requirements of the job.

8.4 Print is taken and confirmed against job documentation and available sample or proof for correct image transfer.

8.5 Press is fine tuned to ensure that the required quality and production standards are achieved.

Range pressures, inking, register, delivery, drying, adhesion, surface tension.

8.6 Print is passed for production run, and approval to run obtained in accordance with workplace practices.

8.7 Counters are set ready for commencement of the run.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact [Competenz info@competenz.org.nz](mailto:Competenz_info@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.