

Undertake digital imaging for digital processes for print

Level 4

Credits 20

Purpose People credited with this unit standard are able to: select, source, and download images, to meet the job requirements; create and manipulate digitised images; and edit, save and print images to meet the job requirements.

Subfield Printing

Domain Digital Processes for Print

Status Registered

Status date 12 December 2008

Date version published 12 December 2008

Planned review date 31 December 2011

Entry information Open.

Replacement information This unit standard replaced unit standard 17925.

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 Candidates must follow any applicable and recognised codes of practice, and documented procedures for health, safety and environment matters; and meet the obligations of current law including the Health and Safety in Employment Act 1992, Resource Management Act 1991, Privacy Act 1993, Copyright Act 1994, and their subsequent amendments.
- 2 *Workplace practices* refer to the documented procedures for the workplace or classroom situation. These will include procedures for the use of machinery and equipment, as well as product specifications and job instructions in order to meet job requirements.

- 3 Evidence of ten jobs using a variety of images and manipulation techniques must be presented as evidence of competency. The documents to be presented for evidence of competency will be chosen, from those created throughout the training programme by the candidate in conjunction with the assessor or training supervisor, to ensure they reflect the range of skills required.
- 4 Definitions
image manipulation techniques refer to the software features that are used to manipulate images to meet job requirements;
a *job* refers to a document (or documents) that is produced to meet the customer's requirements.

Elements and performance criteria

Element 1

Select, source, and download images, to meet the job requirements.

Performance criteria

- 1.1 Images are selected to suit the job.
- Range the range of images used includes but is not limited to – pre-printed, photographs, transparencies, illustrations, line work.
- 1.2 Images are sourced from the input devices available.
- Range evidence is required from two input devices which may include but are not limited to – scanner, digital camera, internet, photo disc, video.
- 1.3 The input device is selected from those available in the workplace and is configured to meet the job requirements.
- 1.4 Images are downloaded and opened ready for adjustment and preparation for printing.

Element 2

Create and manipulate digitised images to meet the job requirements.

Performance criteria

- 2.1 Images are adjusted to meet photographic specifications.
- Range includes but is not limited to – colour casts, scratches/spots removed, red eye removal, resolution, size, colour space, levels/curves, tonal range, brightness, contrast, lightness, composition, moiré patterns.

- 2.2 Images are manipulated using a range of digital tools available in the workplace.
- Range may include but is not limited to – use of layers, masks, selection tools, blends, clone, text, brush, pen; evidence of five digital tools is required.
- 2.3 New images are created from existing images to suit the job requirements, using image manipulation techniques.
- Range image manipulation techniques include but are not limited to – transformations, use of filters and effects, montages, illustrations, stitching, changing canvas size; evidence of 10 new images which have been created using a range of techniques is required.
- 2.4 Clear-cut images (images with a clipping path) are prepared for use in a printed publication.
- 2.5 Images are formatted and saved in accordance with workplace practices.

Element 3

Edit, save and print images to meet the job requirements.

Performance criteria

- 3.1 Images are edited as required in accordance with workplace practices.
- Range may include but is not limited to – size, proportion, tone, brightness, contrast, colours, resolution, composition, cropping, grey component removal (GCR), undercolour removal (UCR), unsharp masking (USM), change of colour space conversion.
- 3.2 Images are saved in the appropriate format and resolution in accordance with workplace practices.
- 3.3 Images are approved for final print output, printed and filed in accordance with workplace practices.

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.