

Title	Undertake pre-make ready for reel-fed printing		
Level	3	Credits	12

Purpose	People credited with this unit standard are able to: check documentation and confirm requirements for the job are available; prepare substrates for reel-fed printing; check and confirm image carrier/s; identify and use inks, additives and chemicals; determine run sequence and prepare press imposition schedule.
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Classification	Printing > Printing - Reel-Fed
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Available grade	Achieved
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Prerequisites	Unit 340, <i>Demonstrate knowledge of safe working practices in the print industry</i> , or demonstrate equivalent knowledge and skills.
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Guidance Information

- 1 Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the:
- Hazardous Substances and New Organisms Act 1996;
 - Health and Safety at Work Act 2015;
 - Privacy Act 2020;
 - Resource Management Act 1991.

Any new, amended or replacement Acts, regulations, standards, codes of practice, guidelines, or authority requirements or conditions affecting this unit standard will take precedence for assessment purposes, pending review of this unit standard.

2 Definitions

Job documentation refers to the documentation that is used in the workplace that contains the instructions and requirements for a particular production job. This may include but is not limited to workplace orders, production orders, workplace specifications, samples, lay cards.

Job requirements refer to specific requirements for the print job at hand. These requirements may or may not be covered in the job documentation and may include special instructions, quality requirements expected by the customer, and/or production standards as set down by the print workplace and/or organisation.

Press requirements refer to the specific requirements for the press being operated as set out in the operating manual or in accordance with workplace procedures.

Workplace procedures refer to organisation policies and procedures that are documented in memo, electronic, or manual format and available in the workplace.

They may include but are not limited to – standard operating procedures, site specific procedures, site safety procedures, equipment operating procedures, quality assurance procedures, product quality specifications, manufacturer's requirements, references, approved codes of practice, housekeeping standards, environmental considerations, on-site briefings, supervisor's instructions, and procedures to comply with legislative and local body requirements relevant to the print sector.

- 3 It is recommended that people hold credits for Unit 26315, *Demonstrate industry knowledge for reel-fed printing*; and Unit 16526, *Demonstrate knowledge of, calculate requirements for, and handle and store substrates used for reel-fed printing*, before being assessed against this unit standard.
- 4 Assessment information
Candidates undertaking assessment against this unit standard must provide evidence of normal colour vision.

Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable service information, workplace procedures and legislative requirements.

Outcomes and performance criteria

Outcome 1

Check documentation and confirm requirements for the job are available.

Performance criteria

- 1.1 Check job documentation to ensure all specifications for the process being undertaken are complete, and report any discrepancies.
- 1.2 Check required job components against the job documentation and confirm their availability.
- 1.3 Confirm equipment is available, as determined by the job documentation.

Outcome 2

Prepare substrates for reel-fed printing.

Range may include but is not limited to – paper, plastic film, foil, metallised film.

Performance criteria

- 2.1 Confirm substrate suitability and quality meets the job requirements.

Range may include – grammage, calliper, bulk value, grain direction, smoothness, opacity, transparency, coatings, absorbency, pH, strength, colour, finish, receptivity, moisture content, acceptance and retention properties.

2.2 Calculate substrate quantity, including overs, and confirm quantity issued against the job documentation.

2.3 Condition substrates to ensure smooth running on the press.

2.4 Repair damaged, flawed and substandard reels if useable or reject.

Outcome 3

Check and confirm image carrier/s.

Performance criteria

3.1 Check image carrier/s and confirm they meet press requirements.

3.2 Check image carrier/s against the proof for image defects and report or rectify any defects.

Range missing images, unwanted images, position of image, orientation of image.

3.3 Treat image carrier/s to meet the press requirements.

Range may include – cleaning, bending, punching.

Outcome 4

Identify and use inks.

Performance criteria

4.1 Identify and use inks to meet the substrate and press requirements.

4.2 Calculate ink quantities to meet the job requirements.

Outcome 5

Determine run sequence and prepare press imposition schedule.

Performance criteria

5.1 Establish run sequence to meet the job requirements.

5.2 Determine number of printing units.

5.3 Prepare press imposition schedule as required to meet the press and job requirements.

Outcome 6

Identify and use additives and chemicals.

Range may include – ink additives, fountain additives, driers, water treatment agents, water, cleaners, desensitisers, deletion fluids.

Performance criteria

- 6.1 Identify additives and chemicals used in the workplace.
- 6.2 Calculate additive quantities to meet job requirements.
- 6.3 Use additives and chemicals to meet press and job requirements.
- 6.4 Rectify or report problems arising from the use of additives.

Range may include – image blinding, scumming, tinting, emulsification.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 June 2010	31 December 2025
Review	2	30 March 2023	N/A

Consent and Moderation Requirements (CMR) reference	0013
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council qualifications@hangaarorau.nz if you wish to suggest changes to the content of this unit standard.