Who is this qualification for?

This qualification is aimed at those who work as machine operatives (minders) on single and multi unit
production printing presses. Assessment of the qualification can take place in occupational roles that include: Lithography (Sheet-fed) Printing,
Lithography (Web-fed) Printing, Flexography Printing, Gravure Printing and Screen Printing and this
will be reflected on the Qualification Certificate.

The standards cover the most important aspects of the job. This qualification is at Level 2, and should be taken
by those who are fully trained to deal with routine assignments. Candidates should require minimum supervision in undertaking the job. A
further qualification for machine printing at Level 3 is also available.
In addition, there are qualifications available to cover Print Finishing and Pre-press. Candidates for this qualification will need to contribute to
Company objectives, follow Health and Safety guidelines and in addition candidates for this qualification will primarily be:

• Acting as first or second minders on the Press
• Involved in the set up and running, maintenance and wash down of single and multi colour production
machines

Candidates are likely to have jobs entitled;
• Machine minder
• No 1s/No 2s
• Machine operative

What is required from candidates?

GQA qualifications are made up of a number of units that have a credit value or credits. These credits must be achieved in the correct
combination from mandatory and optional units: this qualification has 5 mandatory units and a group of optional units. Candidates should
achieve all credits from the 5 mandatory units, plus a minimum of 7 credits from the group of optional units. This makes the minimum credit
value of the qualification 32 credits. The group of optional units is intended to allow all those involved in Machine Printing to achieve the full
qualification: when choosing from the optional units it is important to ensure the units selected are appropriate and achievable within your job
role. The units are made up of the things you need to know and the things you need to be able to do to carry out your job safely and correctly.
These are called Learning Outcomes, and all must be met to achieve the unit.

Qualifications are now required to indicate the total qualification time (TQT), this is to show the typical time it will take someone to attain the
required skills and knowledge to meet the qualification criteria, this qualification has a TQT of 320 hours. Qualifications are also required to
indicate the number of hours of teaching someone would normally need to receive in order to pass the qualification. These are referred to as
Guided Learning Hours (GLH). The GLH for this qualification is 209

Unit Ref	Mandatory Units	Level	Credit
H/601/9394	Communicating and Working with Others in the Print Working Environment	2	3
PR997			
F/601/9399	Keep Equipment Clean and in Working Order for use in the Printing Industry	2	4
PR250			
R/601/9407	Knowledge of the Organisations Printing Processes and related information	2	4
PR996			
Y/601/9389	Maintain Health and Safety within a Print Related Working Environment	2	4
PR001			
Y/601/9408	Set up and run machinery within the Print Industry	2	10
PR995			
Optional Units (Optional - Credits: 7 Minimum)			
A/601/9403	Set and Run ancillary printing machine equipment	2	5
PR254			
D/601/9412	Prepare and Maintain Image Carriers for Printing	2	4
PR257			
F/601/9404	Set and Run over-printing machinery	2	7
PR255			
J/601/9405	Set and use ink drying equipment	2	3

Code	Title		
PR256			
K/601/9400 PR251	Make lithographic printing plates	2	4
M/601/9401 PR252	Prepare Inks and Coatings for Printing	2	4
T/601/9402 PR253	Set and Run numbering, bar-coding or inline data printing equipment	2	4
F/601/9418 PR262	Set and run in-line converting or enhancing equipment	2	7
H/601/9413 PR260	Set and Run Die Stamping Printing Machinery	2	6
J/601/9419 PR263	Set and Run in-line folding equipment	2	7
J/601/9422 PR265	Set and run auto-packing, storage or palletising equipment	2	3
K/601/9414 PR261	Set and use reel handling equipment	2	3
R/601/9424 PR266	Prepare and load sheet-fed substrates	2	3
L/502/8502 PR129	Output Digital Image Carriers for Print	2	8
A/601/9417 PR357	Set and Run Guillotines	2	5
H/601/9430 PR356	Set and run booklet making machinery	2	5
F/502/8626 PR310	Set and run in line automated stitch and trim equipment for newspaper and periodical production	2	4
Y/601/9392 PR312	Materials Handling, Transportation and Storage within the Print Working Environment	2	4
R/601/9410 PR408	Set and run slitting and re-reeling equipment adhesive label production	2	3
M/502/8508 PR219	Prepare Stencils for Printing	2	4
D/502/8505 PR105	Make photopolymer plates for flexographic printing	2	4

Assessment Guidance

Evidence should show that you can complete all of the learning outcomes for each unit being taken.

Types of evidence:

Evidence of performance and knowledge is required. Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated though performance or by responding to questions.

Quantity of evidence:

Evidence should show that you can meet the requirements of the units in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

Potential sources of evidence:

The main source of evidence for each unit will be observation of the candidate's performance and knowledge demonstrated during the completion of the unit. This can be supplemented by the following types of physical or documentary evidence:

• Accident books/reporting systems   • Job samples

- Notes and memos
- Photographic/video evidence
- Job bags/works instruction tickets

- Customer feedback (internal or external)
- Witness testimonies
- Production records

Examples of evidence could include:

- Assessor observation reports
- Printed output (good and fault copies)
- Witness testimonies
- Job bags/work instruction

- Tutor and Employer feedback/reviews
- Photographic evidence
- Professional discussion
- Responses to oral and written questions tickets/production records

- examples of maintenance and/or records
- examples of component replacement and/or records Accident Reporting systems
- Use of equipment inc PPE

- Written narrative
- Emergency procedures, risk assessments,

Please Note that photocopied or downloaded documents such as manufacturers' or industry guidance, H&S policies, Risk Assessments etc, are not normally acceptable evidence for GQA qualifications unless accompanied by a record of a professional discussion or Assessor statement confirming candidate knowledge of the subject. If you are in any doubt about the validity of evidence, please contact your GQA EQA.