



Summary of the:

## GQA LEVEL 3 NVQ DIPLOMA IN MACHINE PRINTING

Qualification Number 600/0607/9 Welsh Qualification Number C00/1251/0

### 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, producing multi colour work. Assessment of the qualification can take place in a number of contexts including: 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 3, and should be taken by those who have the responsibility for managing the machines, including monitoring and controlling the quality of output using a range of methods, and are responsible for ensuring the production records are completed in line with Company requirements. A further qualification for machine printing at Level 2 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 improving the efficiency in the completion of the Company objectives, promote the Company Health and Safety guidelines and policies and in addition candidates for this qualification will primarily be:

- Able to manage, monitor and control the production output producing multi colour work for print
- In control of 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 6 mandatory units and a group of optional units. Candidates should achieve all 6 mandatory units, plus a minimum of 6 credits from the group of optional units. This makes the minimum credit value of the qualification 37 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 essential to ensure the units selected are appropriate and achievable within your job role.

### Important consideration

For any machine minder to achieve the Machine Print Level 3 qualification they must have the skills knowledge and opportunity to demonstrate competence to the Assessor in the workplace. 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 370 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 176

Unit ref	Title	Level	Credit
<b>Mandatory Units</b>			
L/601/9390	Promote and Maintain Health and Safety in a Print Related Working Environment	3	4
PR002			
D/601/9393	Contribute to Improving the Effectiveness of the Print Organisation	3	5
PR999			
L/601/9406	Understanding the Print Industry	3	4
PR998			
K/601/9395	Maintain Print Equipment in Working Order	3	6
PR004			
D/601/9426	Manage printing machines	3	8
PR267			
J/502/8501	Plan work to meet production requirements	3	4
PR120			

Optional Units (Optional - Credits: 6 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			
H/601/9413	Set and Run Die Stamping Printing Machinery	2	6
PR260			
J/601/9419	Set and Run in-line folding equipment	2	7
PR263			
F/601/9404	Set and Run over-printing machinery	2	7
PR255			
J/601/9405	Set and use ink drying equipment	2	3
PR256			
L/502/8502	Output Digital Image Carriers for Print	2	8
PR129			
A/601/9417	Set and Run Guillotines	2	5
PR357			
K/601/9400	Make lithographic printing plates	2	4
PR251			
M/601/9401	Prepare Inks and Coatings for Printing	2	4
PR252			
R/601/9410	Set and run slitting and re-reeling equipment adhesive label production	2	3
PR408			
F/502/8626	Set and run in line automated stitch and trim equipment for newspaper and periodical production	2	4
PR310			
T/601/9402	Set and Run numbering, bar-coding or inline data printing equipment	2	4
PR253			
F/601/9418	Set and run in-line converting or enhancing equipment	2	7
PR262			
M/502/8508	Prepare Stencils for Printing	2	4
PR219			
D/502/8505	Make photopolymer plates for flexographic printing	2	4
PR105			
T/502/8574	Manage Foil Blocking Machinery	3	5
PR650			

### 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 through 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.

- Quality/production records
- Printed output (good and fault copies)
- Witness testimonies accident reporting systems
- Use of equipment inc PPE
- Emergency procedures, risk assessments,
- Tutor and employer feedback/reviews

- Job bags/work instruction tickets/production records
- Examples of maintenance reports and/or records
- Examples of component replacement and/or records
- Photographic evidence
- Professional discussion
- Responses to oral and written questions
- Written narrative

**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.**

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