Summary of the:

GQA LEVEL 2 NVQ CERTIFICATE IN MACHINE PRINTING (Qualification Number 600/0600/6 Welsh Qualification Number C00/1250/3)

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

J/601/9405	Set and use ink drying equipment	2	3
PR256			
K/601/9400	Make lithographic printing plates	2	4
PR251			
M/601/9401	Prepare Inks and Coatings for Printing	2	4
PR252			
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			
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			
J/601/9422	Set and run auto-packing, storage or palletising equipment	2	3
PR265			
K/601/9414	Set and use reel handling equipment	2	3
PR261			
R/601/9424	Prepare and load sheet-fed substrates	2	3
PR266			
L/502/8502	Output Digital Image Carriers for Print	2	8
PR129			
A/601/9417	Set and Run Guillotines	2	5
PR357			
H/601/9430	Set and run booklet making machinery	2	5
PR356			
F/502/8626	Set and run in line automated stitch and trim equipment for newspaper and periodical production	2	4
PR310			
Y/601/9392	Materials Handling, Transportation and Storage within the Print Working Environment	2	4
PR312			
R/601/9410	Set and run slitting and re-reeling equipment adhesive label production	2	3
PR408			
M/502/8508	Prepare Stencils for Printing	2	4
PR219			
D/502/8505	Make photopolymer plates for flexographic printing	2	4
PR105			

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 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.