

Specification of Competency Standards
for the Printing and Publishing Industry
Unit of Competency

1. Title	Know computer graphics skills
2. Code	PPPRPE103A
3. Level	1
4. Credit	12
5. Competency	<u>Performance Requirements</u> 5.1 Apply basic simulation skills when using graphics software ◆ Use basic drawing functions of graphics software ◆ Differentiate between vector image and bitmap image ◆ Make proper use of layout and preference setting ◆ Use basic drawing functions provided in toolbox 5.2 Use graphics characters and drawing tools of graphics software ◆ Know how to handle point, line, plane and tint ◆ Use graphics character function of software for basic text processing and for effects ◆ Use graphics software tools to produce single pages for simple jobbing works
6. Range	Use graphics software to assist in processing simple graphics characters, simulation and drawing according to instructions and perform related tasks in prepress department.

7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: (i) Able to use software and assist in simple graphics tasks under supervision and according to specific requirements and perform related tasks.
8. Remarks	The credit value of this unit of competency is based on the assumption that the learner has basic knowledge of computer operation.