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

1. Title	Master computer retouching techniques
2. Code	PPPRPE304A
3. Level	3
4. Credit	12
5. Competency	Performance Requirements

5.1 Master special functions of retouching software for colour editing	♦ Master advanced colour editing techniques ♦ Understand techniques of using levels curve ♦ Use colour swatch calculating function correctly ♦ Master controlling techniques for colour setting and conversion ♦ Produce spot colour swatch and store suitable file
5.2 Master other special functions of retouching software	♦ Understand advanced layer function and application ♦ Master control of image brightness contrast ♦ Master correct photo processing and editing according to the original and printing requirements ♦ Understand use of filter for effects
5.3 Use major retouching software for complex printing jobs	♦ Master techniques of correcting corrupted original ♦ Use software plug-in functions ♦ Master techniques of print colour preview ♦ Use additional software for processing complex printing jobs ♦ Know techniques for making PDF file ♦ Know techniques for high-level output

6. Range	Use retouching software for colour editing, layer management, picture editing, blocking out, spot colour and effects according to set requirements and perform other tasks in prepress department.
7. Assessment Criteria	The integrated outcome requirements of this unit of competency are: (i) Able to use software for retouching 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 knowledge of computer retouching.