

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

1. Title	Understand Internet
2. Code	PPPRIT302A
3. Level	3
4. Credit	6
5. Competency	<p style="text-align: right;"><u>Performance Requirements</u></p> <p>5.1 Use Internet technology for sending and receiving files for printing</p> <ul style="list-style-type: none"> ◆ Know Internet services and application tools ◆ Use basic Internet tools to transfer and receive files for printing <p>5.2 Understand services provided by website</p> <ul style="list-style-type: none"> ◆ Know website for clients to make use of the Internet for registering printing requirement ◆ Understand website for clients to transfer printing document and check file ◆ Have a clear idea of website allowing clients to track printing job progress ◆ Know website provides clients with remote proof checking <p>5.3 Use website technology to build printing enterprise website</p> <ul style="list-style-type: none"> ◆ Know client service platform provided by printing enterprise website ◆ Use website technology to create intranet for printing enterprise ◆ Make use of intranet to coordinate enterprise resources and control print production

	<p>5.4 Provide client services platform</p> <p>♦ Apply Internet knowledge to assist in supporting Internet and intranet services, including registration of printing requirements by clients, transferring and receiving files for printing, inspecting files and remote proof checking</p>
6. Range	Apply Internet knowledge to assist in supporting user services platform and perform related tasks for information technology department of a printing enterprise.
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Able to apply Internet knowledge to assist in supporting user services platforms.</p>
8. Remarks	The credit value of this unit of competency is based on the assumption that the learner has basic knowledge of the Internet.