

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

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| 1. Title | Know work and production flow of printing enterprise |
| 2. Code | PPPROM103A |
| 3. Level | 1 |
| 4. Credit | 3 |
| 5. Competency | <p style="text-align: center;"><u>Performance Requirements</u></p> <p>5.1 Know workflow of printing enterprise ♦ Understand major workflow of printing enterprise in general, from quotation to invoice issuance</p> <p>5.2 Know production flow of printing enterprise ♦ Understand major production flow of printing enterprise in general, from prepress to postpress processes</p> <p>5.3 Perform daily duties effectively ♦ Perform daily duties effectively under set instructions and according to work and production flow of printing enterprise</p> |
| 6. Range | Perform daily duties under set instructions and in accordance with the work and production flow of the printing enterprise. |
| 7. Assessment Criteria | The integrated outcome requirements of this unit of competency are: (i) Able to perform daily duties effectively under set instructions and in accordance with the work and production flow of the printing enterprise. |
| 8. Remarks | This unit of competency is applicable to printing practitioners in general. |