

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

1. Title	Master establishment of computerized warehousing system for printing materials and print products
2. Code	PPPROM507A
3. Level	5
4. Credit	12
5. Competency	<p style="text-align: center;"><u>Performance Requirements</u></p> <p>5.1 Understand computerized inventory management system</p> <ul style="list-style-type: none"> ◆ Compare computerized inventory system in general ◆ Understand legal requirement of government on inventory management ◆ Master technical requirements for computerized inventory system operators ◆ Understand safe operation procedure and codes for computerized inventory <p>5.2 Set up computerized inventory system for printing materials and printed matter</p> <ul style="list-style-type: none"> ◆ Know characteristics of printing materials ◆ Understand storage and safety codes for printing materials ◆ Establish effective computerized inventory system based on the characteristics of printing materials and legal requirements set by the government ◆ Set technical requirements for computerized inventory system operators ◆ Set safe operation procedure and codes for computerized inventory system <p>5.3 Master hardware configuration</p> <ul style="list-style-type: none"> ◆ Understand installation and use of computerized inventory system peripheral hardware configuration such as shelves, barcode scanner, etc

	<p>5.4 Master cost accounting and control</p> <p>◆ Master cost accounting and control function of computerized inventory system</p> <p>5.5 Tailor computerized inventory management system for printing enterprise</p> <p>◆ Tailor computerized inventory management system for printing enterprise, set technical requirements for operators and safe operation procedure and codes for computers based on the characteristics of printing materials and printed matter and in accordance with legal requirements</p>
6. Range	Tailor and set up a computerized inventory management system for printing enterprise, set technical requirements for operators and safe operation procedure and codes for computers based on the characteristics of printing materials and printed matter and in accordance with legal requirements and perform related tasks for the management of printing warehouse department.
7. Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <p>(i) Able to tailor and set up computerized inventory management system for printing enterprise, set technical requirements for operators and safe operation procedure and codes for computers based on the characteristics of printing materials and printed matter and in accordance with legal requirements and perform related tasks.</p>
8. Remarks	The credit value of this unit of competency is based on the assumption that the learner has knowledge of printing logistics management.