

## REVISION EXAM

### Unit 302: Productivity and Quality Assurance in DTP and Pre-Press

(1) When would a printed product not be acceptable to the customer?

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(2) When would a quality product not be profitable to the customer?

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(3) In order to achieve profitable production in the pre-press area, name 2 requirements for each of the following:

(a) Equipment \_\_\_\_\_

(b) Labour \_\_\_\_\_

(c) Materials \_\_\_\_\_

(4) Describe how productivity can be improved?

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(5) How would an improvement in productivity affect competitiveness?

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(6) What is the function of quality control?

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(7) Quality assurance procedures are concerned with continuous improvement. Describe one way in which this can be achieved?

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(8) Give one example of the use of the following items of equipment:

(a) Colour reference books/swatch \_\_\_\_\_

(b) Colour management software \_\_\_\_\_

(c) Scanner targets \_\_\_\_\_

(9) Name 2 procedures which; are found in a quality assurance system?

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(10) Prior to output, identify a quality check that should be applied to a typeset document?

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(11) At the DTP stage of production, state 2 reasons for identifying faults in customer supplied files?

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(12) State 2 requirements for consistent and accurate DTP work?

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(13) A job requires making up into a single A4 colour leaflet for print. Identify 6 essential activities involved in taking the job to the digital proof stage? The customer supplies the following items:

- Colour transparencies
- Typed copies
- A JPG on a CD in RGB format

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(14) Describe the relevance of a job number on a Job Bag/  
Works Instruction Ticket

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(15) Describe the relevance of a job specification on a Job Bag/  
Works Instruction Ticket

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(16) What approval is necessary to undertake any DTP or pre-press work required which was not anticipated or identified when the job was first received?

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(17) With reference to proofs, identify 2 administrative procedures that should happen immediately upon completion of all DTP work?

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(18) With reference to production records, identify 2 administrative procedures that should happen immediately upon completion of all DTP work?

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(19) Name 2 factors which; determine the colour reproduction of different types of proofs?

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(20) In relation to the theory of light explain why colours viewed on a screen cannot always match colour proofs in printed format?

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(21) Name the 2 institutions established to set standards for the printing and graphic communications industry?

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(22) When printing using the hexachrome process, list the colours that would normally be used?

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(23) In a DTP archiving system, list 2 essential elements?

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(24) How is the legal ownership of DTP products determined?

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