<div align="center">**UNDERSTAND GRAPHIC DESIGN**</div>

UNIT CODE: CT/OS/CS/CR/11/6/B

UNIT DESCRIPTION

This unit covers the competencies required to understand Graphic Design. It involves understanding fundamentals of graphic design, understanding elements and principles of graphic design, applying typography techniques, creating and editing of images, performing layout design and printing the design.

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA *(Bold and italicised terms are elaborated in the Range)*
1. Understand fundamentals of graphic design	1.1 Graphic Design is explained 1.2 ***Graphic design equipment*** is identified based on the design. 1.3 Applications areas of Graphic design are explained. 1.4 Specification of requirements as per the user
2. Understand elements and principles of graphic design	2.1 Elements of graphic design are explained 2.2 Principles of graphic design are explained 2.3 Elements of graphic design project as per user requirements are selected
3. Apply typography techniques	3.1 Typography is explained 3.2 Typography guidelines are explained 3.3 Measurements and standards of typography are demonstrated 3.4 Typography technique for a graphic design project as per user requirements is selected
4. Create and edit images	4.1 Software and tools for graphic design and photography are identified 4.2 ***Image file types*** are explained. 4.3 Letter forms, lines of type and body copy are created using appropriate software 4.4 Images are created and manipulated using appropriate software.
5. Perform layout design	5.1 Proportion on layout design is explained 5.2 Creation of unified systems out of dissimilar elements is done. 5.3 Dynamic layouts are created by using ***typographic tools*** 5.4 Type and image project is created.

ELEMENT	PERFORMANCE CRITERIA *(Bold and italicised terms are elaborated in the Range)*
6. Print design	6.1 Tools and Equipment for printing are identified. 6.2 *Types of printing* are identified based on the design. 6.3 Paper is classificatied according to types, size and weight. 6.4 Chemicals used in Printing are selected. 6.5 Printing of the actual design is demonstrated

RANGE

This section provides work environment and conditions to which the performance
Criteria apply. It allows for different work environment and situations that will affect
performance.

Variable	Range
Graphic design equipment may include but not limited to:	• Computer • Scanner • Printer • Camera • Digital Tablet
Image file types may include but not limited to:	• Raster • Vector
Typographical tools may include but not limited to:	• Microsoft Publisher • Illustrator • Adobe InDesign • Adobe Photoshop • Paint.net • Corel Draw
Types of printing may include but not limited to:	• Digital • Flexography • Letterpress • Off set • Rotogravure • Screen

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

Required skills

The individual needs to demonstrate the following skills:

- Communications (verbal and written);
- Time management;
- Problem solving;
- Planning;
- Decision Making;
- Research;

Required knowledge

The individual needs to demonstrate knowledge of:

- Fundamentals of graphic design
- Elements and principles of graphic design
- Typography techniques
- Creating and editing Images
- Layout Design
- Printing graphics

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and understanding and range.

1. Critical Aspects of Competency	Assessment requires evidence that the candidate:
	1.1 Identified graphic design equipment as per user requirements
	1.2 Selected graphic design elements as per design requirements
	1.3 Explained Measurements, standards and guidelines of typography.
	1.4 Selected software and tools for graphic design and photography.
	1.5 Created and manipulated images using appropriate software.
	1.6 Used typographic tools to create dynamic layout
	1.7 Selected and used appropriate printing tools and equipment

2. Resource Implications	The following resources should be provided: 2.1 Access to relevant workplace where assessment can take place 2.2 Appropriately simulated environment where assessment can take place
3. Methods of Assessment	Competency may be assessed through: 3.1 Oral questioning 3.2 Practical tests 3.3 Observation 3.4 Written tests
4. Context of Assessment	Competency may be assessed 4.1 Off the job 4.2 on the job 4.3 During industrial attachment
5. Guidance information for assessment	5.1 Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.