

# 10.0301 Graphic and Printing Technology

**RATING SCALE:**  
**4 = Exceeds criteria and/or able to teach task**  
**3 = Accomplishes task to criteria**  
**2 = Accomplishes task with help**  
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National Codes

Secondary

Local Task ID Code/Delivery Point

Post Secondary

## Section #2 MICHIGAN STANDARDS

### Michigan Customized List

			4	3	2	1	N						4	3	2	1	N
<b>A</b>		<b>INDUSTRY OVERVIEW</b>															
	1	Describe the impact of the visual communication industry on the economy															
	2	Understand impact of emerging technologies in visual communications															
	3	Identify processes and equipment in visual communication															
	4	Examine and describe labor market trends and career options															
	5	Explain advantages of working for self/others															
	6	Prepare a portfolio for use in job search or post secondary education															
	7	Complete a resume, application, and cover letter															
	8	Understand educational requirements for career options in Graphics and Printing Technology															
	9	Prepare an electronic portfolio (i.e. Web, CD, or video)															
<b>B</b>		<b>SAFETY</b>															
	1	Demonstrate safe handling of tools and materials															
	2	Demonstrate an understanding and follow instructions on warning labels															
	3	Demonstrate safe operation procedures of equipment															
	4	Understand MSDS and Right To Know															
	5	Know location of safety devices/ personal safety equipment															
	6	Understand steps to take in case of emergency															
	7	Understand OSHA regulations															
	8	Understand classroom safety rules															
	9	Understand and demonstrate dress code for safe operation of equipment															
<b>C</b>		<b>WORKPLACE SKILLS</b>															
	1	Demonstrate responsibility, self management, and respect for self and others															
	2	Demonstrate ethical behavior in school and projects															
	3	Understand copyright and fair use laws and issues including: (counterfeiting, etc.)															
	4	Demonstrate proper use of time by prioritizing tasks and revising schedules as needed															
	5	Utilize techniques to resolve conflicts in the classroom															
	6	Exhibit teamwork skills															
	7	Demonstrate ability to stay on task															
	8	Demonstrate ability to be on time and prepared															
	9	Exhibit a positive work ethic															
	10	Demonstrate ability to follow written and verbal instructions															
<b>D</b>		<b>APPLIED ACADEMICS</b>															
	1	Measure linear dimensions for printing materials in inches and fractions of inches															
	2	Measure type in points and picas															
	3	Measure copy for reduction and enlargement, using various methods to determine percentage setting															
	4	Perform mathematical operations using addition															
	5	Perform mathematical operations using subtraction															
	6	Perform mathematical operations using multiplication															
	7	Perform mathematical operations using division															
	8	Solve arithmetic conversion problems															
	9	Solve basic ratio and proportion problems															
	10	Solve basic linear measurement problems															
	11	Solve basic type calculation problems															
	12	Solve basic paper cutting calculations															
	13	Solve basic point and pica measurement problems															
	14	Solve graphic measurement conversion problems															
	15	Solve cost estimation problems															
	16	Demonstrate ability to write job/project information															
	17	Demonstrate ability to read job/project information															
	18	Demonstrate ability to describe job/project information															

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MICHIGAN STANDARDS**

**Michigan Customized List**

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	19	Apply scaling, rotating, and effects to graphics														
	20	Import graphics and text														
	21	Create a dummy														
	22	Create a vector illustration														
	23	Create a document using layers														
	24	Match a Pantone color (spot color)														
	25	Understand vector and raster based images														
	26	Wrap text around objects (including using anchors)														
	27	Place text on a path														
	28	Manage text flow between frames and columns														
	30	Add text and create a text outline														
	31	Design multi-column and multi-page layouts														
	32	Create reusable graphics and illustrations (layers)														
	33	Demonstrate letter spacing, tracking, kerning, and line spacing														
		<b>IMAGE ACQUISITION AND MANIPULATION</b>														
<b>H</b>																
	1	Perform scanning of images														
	2	Import an image from a digital camera														
	3	Understand digital imaging software interface														
	4	Import and work with various file formats														
	5	Demonstrate ability to work with layers														
	6	Retouch photos using various tools and effects														
	7	Perform color correction of an image including: (i.e. contrast, hue, saturation, etc.)														
	8	Perform cropping, resizing, and straightening of images														
	9	Combine and add text to images														
	10	Import images to page layout programs														
	11	Apply filters and layer modes														
	12	Demonstrate an understanding of various impositions for print production														
		<b>IMAGE OUTPUT</b>														
<b>I</b>																
	1	Demonstrate ability to create a PDF including packaging and merging														
	2	Output for new media uses														
	3	Output a single color project														
	4	Output a spot color project														
	5	Output a CMYK project														
	6	Execute a preflighting procedure including packaging and merging														
	7	Create a proof for customer approval														
	6	Rule up a proof to verify correct image and text placement														
		<b>NEW MEDIA</b>														
<b>J</b>																
	1	Apply knowledge of thumbnails and story boards														
	2	Output files for new media (i.e. web, video, flash, and etc.)														
	3	Demonstrate knowledge of the Internet and how graphics relate to the Internet														
	5	Demonstrate knowledge of on demand printing														
	6	Optimize an image for publication on the web														
	7	Describe considerations for print and web audiences														
	8	Demonstrate back-up/archiving														
	9	Understand or create a web site														
	10	Understand or create a web page														
		<b>IMAGING TECHNOLOGIES</b>														
<b>K</b>																
	1	Identify equipment used in visual communication production processes														
	2	Understand paper uses, weights, sizes, and finishes														
	3	Understand ink types and usage (i.e. offset, screen print, and toner-based inks)														
	4	Identify print processes used to produce various products														

