

An Introduction to Printing Processes (1 Day)

Who should attend?

Suitable for all those new to the industry; this course would benefit delegates greatly when used as part of general induction training.

What will they gain?

This one-day course (9.00am – 5.30pm approx) provides a good basic awareness of all the main processes in the print production cycle, for those not requiring the more in-depth appreciation to be gained from our 3 day 'Introduction to Print Technology' course.

The course uses fun exercises throughout the day to ensure that key concepts are absorbed in an enjoyable and interesting way, without labouring the technicalities.

Support materials remove the need for detailed note taking and include a glossary of terms used, together with a resource list for further study.

Course content

- Introduction to the structure and organisation of the printing industry
- Conventional printing processes - an overview
- The world of pre-press (Video)
- Typography and text handling
- Generation and manipulation of images and graphics
- DTP and application programs
- Paper - manufacture, size, weight, type, uses
- Methods of working and impositions
- Print finishing, folding, stitching, binding and associated processes
- Printing inks, toners, varnishes and coatings
- Proofing methods
- Four colour printing

How to find out more

To arrange to speak to one of our specialists please e-mail gil.reid-robbins@bpif.org.uk or call her on 020 7915 8345

Can we help you further?

The BPIF and ViP offer a wide range of customised support services, programmes and courses for printers, designed and delivered by print industry specialists. If you would like to know more about any of these, please tick those you are interested in and fax this to Gil Reid-Robbins, Head of BPIF Business on 020 7405 7784 or call on 020 7915 8345 or email gil.reid-robbins@bpif.org.uk.

BESPOKE SUPPORT FROM BPIF BUSINESS

Health, safety and environment

- Health & Safety Healthcheck
- Health & Safety Management Schemes
- Gap Analyses & Improvement Programmes for
 - ISO 14001 (Environment)
 - OHSAS 18001 (Health & Safety)
 - FSC Chain of Custody
- Environmental Healthcheck
- Integrated Management Systems Support
- Risk Assessments
- Noise Surveys
- Occupational Health Management Schemes
- Interim Management
- Business Continuity Planning

Technical

- Technology Healthcheck
- Design and Print Unit Reviews for In-plants
- Workflow and Pre-press Reviews
- Digital Equipment Support
- Press and Post-press Investment Support
- Management Information Systems Support
- ISO 12647: Colour Management
- ISO 7799: Security
- Dispute Resolution and Expert Witnesses

Business development

- Standards Gap Analyses & Improvement Programmes for:
 - ISO 9001 (Quality)
 - PAS 75 (Customer Service)
- Cost Rates Reviews
- Financial Management
- Business Planning
- Sales Development
- Market Research and Development
- Marketing Planning and Implementation
- Interim Management and Mentoring
- Factory Layout and Planning
- Supply Chain Management
- Purchasing Management

PROCESS IMPROVEMENT FROM VIP

- Snapshot (diagnostic)
- Kickstart (up to 50 employees)
- Masterclass
- Office and Pre-press Change Cycle
- Team Leader Training with BPIF Training
- Materials Waste Reduction

SHORT COURSES FROM BPIF BUSINESS

Courses can be open or delivered in-house:

For a complete list of all the courses we offer visit:
www.britishprint.com/shortcourses

Health, safety and environment

- Health & Safety for Managers and Supervisors
- Environmental Briefing for Managers
- Manual Handling
- IOSH Managing Safely
- CoSHH Assessment
- Fire Warden Training
- Occupational Health Awareness

Technical

- Introduction to Print Processes
- Introduction to Print Technology (3 Days)
- Print Production Planning
- Introduction to Print Estimating

Business development

- Getting the Sale
- Advanced Sales Management Skills
- Digital Sales Solutions
- Sales and Marketing
- Customer Service
- The Supervisor Role

HR SUPPORT FROM BPIF

- HR Healthchecks
- HR Policy and Documentation
- HR Management Schemes
- Organisational Restructuring
- HR Workshops and Coaching

WORK-BASED TRAINING FROM BPIF TRAINING

- NVQs
- Apprenticeships
- Professional Certificate in Print Management
- Technical Certificate

BUYING AND SELLING FROM BPIF MCINNES CORPORATE

- Acquisitions and Mergers
- Grooming for Sale
- Business Valuations

LEGAL SERVICES FROM BPIF LEGAL

- Mediation

Your name _____

Job title _____

Company Name _____

Address _____

Telephone _____

E-mail _____