

## 1. TITLE OF THE CERTIFICATE (ES)

**Certificado de Profesionalidad de nivel 3 en  
ARGN0109 PRODUCCIÓN EDITORIAL**

## 2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Professional Certificate Level 3 in  
ARGN0109 PUBLISHING PRODUCTION  
(This translation has no legal status)**

## 3. PROFILE OF SKILLS AND COMPETENCES

The holder of this certificate will have acquired the **general competence** to plan and monitor publishing production, taking into account factors of quality, costs and time. This general competence is divided into the following **skills units (UC)**:

- Plan production based on an analysis of the specifications of the originals (UC0204\_3).
- Control product quality, based on publishing specifications (UC0205\_3).
- Manage the manufacture of the graphic product (UC0206\_3).

The professional skills are acquired through the **learning outcomes** defined within the related Training Modules (MF):

- Planning the publishing production (MF0204\_3).
- Quality management and control (MF0205\_3).
- Management of the creation of the graphic product (MF0206\_3).
- Practical training at the workplace in publishing production (MP0060)

(See legal basis for all learning outcomes information acquired by the holder of this Certificate in each MF).

As a reference the learning outcomes include in the Practical training at the workplace that complete and reinforce the learning outcomes acquired in the other training modules, are:

- Collaborate on the definition of the technical proposal for the creation of a graphic publishing product.
- Prepare the budget for the raw materials and productive processes, based on the company's database or own calculations, in accordance with the technical proposal.
- Participate in the definition of the technical parameters of the pre-printing process of a given graphic product.
- Carry out quality control of the raw materials needed to create a given graphic publishing product.
- Prepare the technical documentation of a given publishing product, indicating the characteristics of the raw materials, production and quality.
- Carry out a budget control and calculate the deviations of a given publishing product.
- Take part in the company's working processes, following the rules and instructions established at the workplace.

## 4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THIS CERTIFICATE

The holder of this certificate may work in publishing companies, advertising agencies, graphic design studios, industrial design studios, information departments, offices or departments of organisations, the press, or pre-printing workshops or industries. The holder may work in the graphic arts sectors and advertising, but also in any other productive sector, in advertising, communication, information or customer and supplier relations departments.

The most pertinent occupations and positions are:

- Editorial production technician.
- Quality control technician.
- Publications area manager.
- Graphic services supplies and contracting manager.

<b>5. OFFICIAL BASIS OF THE CERTIFICATE</b>
<p style="text-align: center;"><b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b></p> <p>The Ministry of Employment and Social Security or the corresponding autonomous regional administration within the scope of its competence, in the name of the King. The certificate is valid throughout Spain.</p>
<p style="text-align: center;"><b>Level of the certificate</b></p> <p>The Professional Certificate Level 3 of the National Repertoire of Professional Certificates corresponds to level 4 of the International Standard Classification of Education (ISCED-P 2011).</p> <p>The European Qualification Framework (EQF) level:</p>
<p style="text-align: center;"><b>Grading scale/Pass requirements</b></p> <p>The grading scale and pass level of the training modules are expressed on a scale of 0 to 10. The minimum score for a pass is 5 in every training module including a pass in the practical training at the workplace module.</p> <p>The grading system is as follows:</p> <ul style="list-style-type: none"> <li>- FAIL: 0 to 4.9</li> <li>- PASS-SATISFACTORY: 5 to 6.9</li> <li>- PASS-GOOD: 7 to 8.9</li> <li>- PASS-EXCELLENT: 9 to 10</li> </ul>
<p style="text-align: center;"><b>Access to next level of education/training</b></p> <p>This Professional Certificate Level 3 gives access to Professional Certificate Level 3 within the same professional area and family.</p> <p>For validation purposes, the educational authorities will recognise the professional module or modules of the VET diplomas corresponding to the skills units included in the training modules of this certificate.</p>
<p style="text-align: center;"><b>Legal basis</b></p> <p>Royal Decree 1213/2009 of 17 July, establishing two professional certificates in the professional family Graphic Arts, which are included in the National Repertoire of Professional Certificates. (Appendix II, Code: ARGNO109)</p>

<b>6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE</b>		
<p>This certificate may be acquired by:</p> <ol style="list-style-type: none"> <li>1. Training: Completion with a pass grade of the face-to-face or online training programme.</li> <li>2. Recognition of the professional skills acquired through professional experience or non-formal training (prior learning): Completion of a process of skills evaluation and accreditation in all the skills units making up the professional certificate.</li> <li>3. Dual training: Completion of a training and apprenticeship contract, which may range from 1 year (or 6 months, if stipulated as such in the collective agreement) to 3 years, during which effective working time is combined with time dedicated to training under the training programme for the professional certificate.</li> </ol> <p>The training method (number 1 above) requires successful completion of the training modules and the practical training at the workplace:</p>		
<b>Description of vocational training received</b>	<b>Percentage of total programme (%)</b>	<b>Duration (hours)</b>
Training modules	70	380
Practical training at the workplace	30	160
<b>Total duration of training leading to the certificate</b>		<b>540</b>

**Entry/access requirements:**

- *Bachiller* Diploma (upper secondary education); or
- Professional Certificate Level 2 in the same professional area.
- If neither of the above or higher certifications are held, a pass in the key skills tests.

**Additional information:** Professional certificates are instruments for official accreditation of the professional qualifications in the National Catalogue of Professional Qualifications for all economic activities, within the scope of the labour administration. The National Repertoire of Professional Certificates is divided into three qualification levels (Level 1, Level 2 and Level 3), and by sectors into 26 professional families and 102 professional areas. More information is available at: [www.sepe.es](http://www.sepe.es)

National Europass Centre: [www.oapee.es](http://www.oapee.es)

(\*) **Explanatory note:** This document is designed to provide additional information about the specified certificate, but has no legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates; and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information is available at: <http://europass.cedefop.eu.int>

## Information on Professional Certificates of the Map of Qualifications and Vocational Training in Spain

