Overview

This standard identifies the competencies you need to prepare digital imaging equipment and software for use and establish limits and constraints of digital imaging equipment and software.

You will be required to demonstrate that you can identify the correct equipment and software and the limits of the equipment and software to undertake the imaging tasks assigned to you. You must be able to understand and carry out quality checks on equipment and software as part of the preparation process.

The activity will likely be undertaken by someone in a science-related work setting, including those working in hospitals, scientific laboratories and universities.

Performance criteria

You must be able to:

P1. use safe practices and the appropriate personal protection equipment (PPE) meeting organisational requirementsP2. establish digital imaging requirements in line with organisational requirements P3. select the most suitable equipment and software to undertake the digital image taskP4. ensure digital imaging equipment and software are calibrated to meet the organisational requirements P5. set up equipment and software in preparation to undertake the digital image task meeting organisational requirements P6. undertake organisational quality checks of equipment and software to ensure readiness for digital imaging activity in line with organisational requirements
P7. complete all the required documentation in accordance with organisational requirements

Prepare for digital imaging

Knowledge and understanding

You need to know and understand:

K1. the health and safety requirements of the area in which you are carrying out the digital imaging activities K2. legislation, regulations, standards and guidelines relating to digital imaging activities and the implications for not following themK3. how to identify appropriate equipment and software required to undertake the digital imaging task K4. the organisational quality assurance processes you must use on the equipment and software prior to undertaking the digital imaging taskK5. the workplace coding system and the importance of using them K6. the organisational requirements that exist for the use and application of licensed computer software, anti-virus and antispy software protectionK7. the organisational requirements that exist on data protection and the data protection actK8. the lines of communication and responsibilities in your department, and the links with the rest of the organisationK11. the limits of your own authority and to whom you should report if you have problems that you cannot resolve K12. what standard operating procedures apply and why it is important to follow them at all timesK13. organisational requirements for safety and security precautions when working with digital equipmentK14. how to identify and select the correct software package from the onscreen menuK15. how to deal with equipment and software problems within the limits of your own responsibility K16. how to use the software to perform required operations for organisations requirementsK17. why it is important to create backup copies of software and to file them in a separate and safe location away from electromagnetic sources in accordance with organisational procedures K18. the organisational document control and reporting procedures that should be used

K19. the reasons why effective communication is important, and the methods used for communicating effectively

K20. the importance of communication and transferring knowledge and information in accordance with organisational requirements

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Developed by	Cogent
Version Number	1
Date Approved	01 Nov 2023
Indicative Review Date	01 Nov 2027
Validity	Current
Status	Original
Originating Organisation	Cogent Skills
Original URN	COGLSDI001
Relevant Occupations	Laboratory Technician, Science, Science and Mathematics Science
Suite	Scientific Technology Suite 2
Keywords	Prepare, personal protection equipment, software, documentation