

## One Year Diploma in Packaging Technology : 2017 SYLLABUS AND LECTURE SCHEDULE

(LECTURES WHERE STUDENTS ATTENDING LECTURES)

**\* STUDENTS WHO ATTEND LECTURES ARE TO DO SO AS SPECIFIED BELOW, AND ARE TO NOTE: ALL DATES SHOWN ARE WEEK ENDINGS (SATURDAY) AS LECTURES ARE HELD ON DIFFERENT DAYS DURING THE WEEK IN THE INSTITUTE'S VARIOUS REGIONS: ACTUAL LECTURE DAYS SHOULD BE CONFIRMED WITH EDUCATION SECRETARY IN EACH REGION. TESTS AND EXAMS ARE (NORMALLY) ALWAYS WRITTEN ON A THURSDAY. THE INSTITUTE RESERVES THE RIGHT TO CHANGE DATES FOR GOOD REASON. -- STUDENTS NOT ATTENDING LECTURES MUST FOLLOW THIS STUDY GUIDE AS WELL --**

Week Number	Month	Week Ending*	TOPIC
1	JANUARY	SATURDAY 28	<b>BUSINESS ASPECTS OF PACKAGING, AND PACKAGING IN PERSPECTIVE - SECTION 1</b> Introduction to Programme Business functions & business systems Management reporting system Successful Marketing
2	FEBRUARY	4	Class Discussion as an introduction to programme : "Packaging in Perspective"
3		11	Packaging as a marketing tool Economics of Packaging
4		18	<b>PACKAGING PLANNING - SECTION 2</b> Introduction to Packaging Fundamentals of packaging as corporate activity
5		25	Product assessment Package Production and Handling
6	MARCH	4	Packaging as an Element in the Marketing Mix Revision Sections 1 & 2
7		11	<b>TEST ONE – BUSINESS ASPECTS and PACKAGING PLANNING- TO BE WRITTEN ON THURSDAY OF THIS WEEK (09.03.17)</b>
8		18	<b>START TO BE MADE ON STUDENT PRACTICAL ASSIGNMENT – BRIEFS MADE KNOWN</b> <b>PACKAGING PRACTICES - SECTION 3</b> Protection 1 Cushioning Protection 2 Permeability/ Gas Barrier Other environmental hazards
9		25	Package testing Specifications & Quality control Packaging and the law
10	APRIL	1	Packaging and the environment <b>PRODUCT HANDLING &amp; PACKAGING – SECTION 4</b> Materials handling Materials handling practice
11	APRIL	8	Distribution Packaging Materials handling equipment Packaging Machinery <b>Your assignment choice and motivation to be indicated to lecturer</b>

WEEK NUMBER	MONTH	WEEK ENDING	TOPIC
12		15	<b>TEST TWO - PACKAGING PRACTICES AND PRODUCT HANDLING &amp; PACKAGING - TO BE WRITTEN ON THURSDAY OF THIS WEEK (13.04.17)</b>
13		22	<b>PACKAGING MATERIALS – SECTION 5</b> Paper and paper-board Paper-board packaging
14	APRIL	29	Adhesives and labels Corrugated board
15	MAY	6	Plastics Materials
16		13	Flexible packaging
17		20	Glass Metals 1 Tinplate
18		27	Metals 2 Aluminum Closures
19	JUNE	3	<b>TEST THREE - PACKAGING MATERIALS - TO BE WRITTEN ON THURSDAY OF THIS WEEK (01.06.17)</b>
20		10	<b>REVIEW OF PRACTICAL ASSIGNMENT PROGRESS (IN CLASS)</b>
21		17	<b>PACKAGING GRAPHICS - SECTION 6</b> Packaging design principle The design brief From concept to print
22		24	Illustrations and photography Reproduction and colour Bar coding <b>NOTE: SESSIONS 21 AND 22 (PACKAGING GRAPHICS) WILL NOT BE EXAMINED IN EXAM 1, BUT IN TEST 4 AND EXAM 2 FOLLOWING LATER IN THE COURSE</b>
23	JULY	1	<b>NO CLASSES THIS WEEK –SELF REVISION OF SECTIONS 1 - 5 FOR EXAM ONE.</b>
24	JULY	8	<b>EXAMINATION PAPER ONE, ON SECTIONS ONE TO FIVE. TO BE WRITTEN ON THURSDAY 6 JULY 2017 IN ALL REGIONS.</b>
25		15	<b>IS YOUR PROJECT READY? APPROXIMATELY 3 WEEKS TO HAND IN.</b> Introduction to print process Letterpress and Flexographic
26		22	Lithography Rotogravure and Screen printing
27		29	Transfer pad printing Hotfoil stamping Heat shrink and stretch film labeling
28	AUGUST	5	Printing inks Printing substrates Print characteristics and process choice Digital Printing
29		12	<b>TEST FOUR – GRAPHICS – TO BE WRITTEN ON THURSDAY OF THIS WEEK (10.08.17)</b>
			<i>Continues over/.....</i>

WEEK NUMBER	MONTH	WEEK ENDING	TOPIC
30	AUGUST	19	<b>FOOD PACKAGING - SECTION 7</b> Composition of food Micro biological food spoilage Chemical food spoilage Food processing
31		26	Grain, powders and snack food Beverages <b>HAND YOUR ASSIGNMENTS IN BY THE LAST LECTURE IN THIS WEEK, OR IF A DL STUDENT, DESPATCH TO REACH THE DL ADMINISTRATOR BY THE 25 AUGUST 17</b>
32	SEPTEMBER	2	Sugar, chocolate and confectionery Milk and milk products Poultry and eggs Fruit and vegetables
33		9	Fish, Meat and Meat Products Food Packaging Control Revision – Food Packaging
<b>34</b>		<b>16</b>	<b>TEST FIVE – FOOD PACKAGING – TO BE WRITTEN ON THURSDAY OF THIS WEEK (14.09.17)</b>
35		23	<b>SPECIAL APPLICATIONS – SECTION 8</b> Pharmaceutical packaging 1 Pharmaceutical packaging 2 Cosmetics and toiletries
36	OCTOBER	30	Industrial and Chemical Packaging Industrial packaging Flexible Industrial packaging Rigid
37		<b>7</b>	<b>NO LECTURES THIS WEEK – REVISION FOR EXAM TWO, ON SECTIONS SIX TO EIGHT</b>
38		<b>14</b>	<b>EXAMINATION PAPER TWO, ON SECTIONS SIX TO EIGHT TO BE WRITTEN ON THURSDAY 12 OCTOBER 2017 IN ALL REGIONS</b>

#### LECTURES, TESTS AND EXAMS:

The onus is on each student attending lectures to ascertain when, where, and between what times lectures, tests and exams are due to be held. All dates shown are week endings (Saturdays) as lectures are held on different days during the week in each region – actual lecture dates should be checked with the Education Secretary or lecturer in each region.

#### DISTANCE LEARNING AND “SELF STUDY MENTOR ASSISTED” STUDENTS:

Distance Learning students (and those studying by the Self Study Mentor Assisted system) are also required to follow this programme which should be regarded as their study schedule. They write the tests and exams on the same days and dates as do those students attending lectures.

Such students are required to write tests and exams AT A LECTURE CENTRE unless their distance from the nearest centre prevents this, and *subject to prior approval by the National Education Officer of the Institute for them to write elsewhere* (e.g. in-company). If such arrangements are allowed they are subject to the acceptance by the Institute of an acceptable invigilator for tests and exams.

#### SUMMARY OF CRITICAL DATES - 2017

EVENT	IPSA STUDENTS
TEST 1	09 MARCH
TEST 2	13 APRIL
TEST 3	01 JUNE
EXAM 1	06 JULY
TEST 4	10 AUGUST
HAND IN ASSIGNMENT	25 AUGUST
TEST 5	14 SEPTEMBER
EXAM 2	12 OCTOBER

#### FOR IPSA REGIONAL USE ONLY

ASSIGNMENTS TO BE HANDED IN BY STUDENTS BY THE LAST LECTURE IN WEEK ENDING **25 AUGUST 2017, OR IF A DL STUDENT, MUST REACH THE DL ADMINISTRATOR BY THIS DATE**. REGIONAL JUDGING TO BE COMPLETED **BY 09 SEPTEMBER 2017**, AND ENTRIES FOR THE STUDENT GOLD PACK AWARDS TO BE SUBMITTED BY IPSA REGIONS TO ARRIVE IN JOHANNESBURG NO LATER THAN FRIDAY **15 SEPTEMBER 2017**

