



Certificate Course in Automatic Data Capture Standards

The knowledge you gain from completing this self-directed NZQA-recognised course will have daily value in your current job, as you apply world best-practice processes and procedures to your data capture needs.

GS1 New Zealand's Certificate in Automatic Data Capture standards has been developed in association with the internationally recognised GS1 International [e-learn](#) course. Within Australia and New Zealand it can be used towards print apprenticeship qualification and the Diploma in Print Management.

This certificate course covers all aspects of GS1 numbering and bar coding including print and design aspects, the particular requirements of the grocery trade in Australia and New Zealand (which are based closely on GS1 General Specifications and are therefore suitable for application to other sectors) and how to establish a bar code quality system within an organisation.

This course is at the leading edge of global developments in automatic data capture standards training. Study at your own pace to receive a qualification that will soon be internationally recognised and which will help you bring day-to-day efficiencies to your employer's business.

Who should enrol:

- Packaging technologists
- Packaging designers
- Printers and print apprentices
- Staff involved in logistics activities
- Account managers whose clients use bar codes
- Sales staff supplying labels, packaging or online printing equipment.

Study at your own pace

This course is a combination of self-paced learning and online training, which means that you can organise your study to suit your own schedule. It will take between 35 and 50 hours of your time and should be completed within six months of starting.

Programme Outline

Origins of Automatic Data Capture

GS1 is the world's leading standard for automatic data capture through the use of bar codes. Bar code symbology, the physical requirements of bar codes and the GS1 quality testing resources available are explained.

Retail items

Standards for the application of bar codes commonly used on retail items (such as EAN-13 and UPC-A) are explained, along with check digit calculations, location requirements and non-standard retail application information.

Non-retail trade items

Tracking, tracing and other management information can be gathered using GTIN-14 numbers and ITF-14 bar codes. This module explains these bar codes and how to apply them, as well as introducing the bar code which provides the highest form of data capture: GS1-128.

Logistics units

This covers the creation of serial shipping container codes, location requirements for bar codes on logistics units and how to encode information in GS1-128 bar codes using application identifiers.

New Zealand and Australian grocery industry guidelines

An explanation of the grocery industry's strict bar coding requirements, this provides a model suitable for use in any industry sector.

Designing and printing bar codes

Technical print issues, the use of thermal print media and associated set-up and quality testing processes.

Developing standards for your own industry

How to develop your own guidelines, including the business processes required for successful product identification and bar coding throughout the organisation.

Course fees

Individuals

Employee of a GS1 New Zealand member: \$750.00 + GST

Non-members: \$900.00 + GST

Print NZ Training Students and Apprentices

\$ 650.00 + GST

Groups

GS1 New Zealand member organisations may enrol employees at group rates as follows:

Two to six employees: \$700.00 + GST per person

Seven to ten employees: \$650.00 + GST per person

All students receive 4 issues of GS1 New Zealand's magazine SCAN (valued at \$35+GST) and one voucher entitling them to attend a GS1 Bar code Foundation Course free of charge (valued at \$150+GST).

About the course director

Owen Dance, MPP Dip Police Studies Dip Log (UK), GS1 New Zealand Technical and Accreditation Consultant

Owen joined GS1 New Zealand in 1995, but his involvement in logistics and in training dates back over 30 years to his previous service in both the New Zealand military and police. While at GS1 New Zealand, he has delivered customer service and bar-code quality testing services to members and has also worked with GS1 Australia to develop and establish the GS1 Accreditation Programme in this country.

Owen's qualifications include the UK institute of Logistics and Transport Diploma in Logistics. He is a regular contributor to seminars and company training on the GS1 system and also writes for a range of industry publications.

To register or for more information

You can either download the [registration form](#) (PDF 189KB) or contact Owen Dance for more information on 04 494 1064 or owen.dance@gs1nz.org