BSB42115 Certificate IV in Library and Information Services

Release 2

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Modification History

Release	Comments
Release 2	This qualification first released with BSB Business Services Training Package Version 3.0. Version created to update codes and titles in unit list.
Release 1	This qualification first released with BSB Business Services Training Package Version 2.0.

Qualification Description

This qualification reflects the role of individuals who use well developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements

Nil

Packaging Rules

Total number of units = 15

6 core units plus

9 elective units, of which:

- 5 elective units must be selected from Group A
- 2 elective units must be selected from Group A and/or Group B
- 2 elective units may be selected from Group A, B and/or Group C or from any currently endorsed Training Package or accredited course at Certificate III, IV or Diploma level.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Core Units

BSBCUS301 Deliver and monitor a service to customers

BSBIPR401 Use and respect copyright

BSBLDR403 Lead team effectiveness

BSBLIB303 Provide multimedia support

BSBLIB402 Consolidate and maintain industry knowledge

BSBWHS401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements

Elective Units

Group A

BSBLIB201 Assist with circulation services

BSBLIB401 Record and maintain collection information

BSBLIB403 Complete a range of cataloguing activities

BSBLIB404 Use integrated library management systems

BSBLIB405 Assist customers to access information

BSBLIB406 Obtain information from external and networked sources

BSBLIB407 Search library and information databases

CUACNM401 Assess the significance of collection objects

CUACNM403 Work with cultural material

CUAEVP401 Present information on activities, events and public programs

CUAEVP402 Design and develop interpretive displays

CUAPRE401 Implement preventive conservation activities

Group B

BSBCON401 Work effectively in a business continuity context

BSBEBU401 Review and maintain a website

BSBRKG502 Manage and monitor business or records systems

CPCCWHS1001 Prepare to work safely in the construction industry

CUACNM402 Prepare display mounts for collection material

CUAEVP403 Install and dismantle exhibition elements

ICPPRP422 Digitise complex images for reproduction

ICPPRN386 Troubleshoot digital media

ICTWEB201 Use social media tools for collaboration and engagement

ICTWEB420 Write content for web pages

SITTGDE005 Prepare and present tour commentaries or activities

SITTGDE006 Develop and maintain the general and regional knowledge required by guides

SITTGDE010 Prepare specialised interpretive content on cultural and heritage environments

SITXMPR001 Coordinate production of brochures and marketing materials

Group C

BSBLIB301 Catalogue objects into collections

BSBLIB302 Develop and apply knowledge of archives

BSBLIB305 Use established cataloguing tools

BSBLIB306 Process and maintain information resources

BSBSUS401 Implement and monitor environmentally sustainable work practices

BSBWOR301 Organise personal work priorities and development

BSBWRT301 Write simple documents

ICTICT104 Use digital devices

ICTICT203 Operate application software packages

SISXFAC003 Implement facility maintenance programs

TAEDEL301 Provide work skill instruction

Qualification Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSB42115 Certificate IV in Library and Information Services Release 2	BSB42115 Certificate IV in Library and Information Services Release 1	Updates to codes and titles in the unit list	Equivalent qualification

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da40 7e23c10