



**Australian Government**

# **Assessment Requirements for BSBCUE503 Manage data interrogation**

**Release: 1**

# Assessment Requirements for BSBCUE503 Manage data interrogation

## Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

## Performance Evidence

Evidence of the ability to:

- provide guidance to individuals and groups to collect, record, collate and sort information in accordance with organisational, regulatory and legislative requirements
- provide guidance to individuals and groups to perform interrogation of data in accordance with organisational processes
- monitor work progress of others
- identify and manage personnel training requirements to ensure organisational and regulatory requirements are met.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

## Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain how to extract, analyse and reduce information from databases and other sources
- identify organisational and regulatory requirements for data collection and interrogation
- identify organisational structure and key stakeholders
- describe information types and their sources
- describe procedures and security measures for accessing, storing, retrieving and using data from databases
- explain range of engagement data available, technology functionality and reporting capability
- describe use of engagement recording technology to obtain statements.

## Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the stakeholder relations – customer engagement field of work. This includes access to:

- interaction with others
- information and databases for analysis activities
- relevant legislation, standards and guidelines.

Assessors must satisfy NVR/AQTF assessor requirements.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>