



Australian Government

**Assessment Requirements for BSBLIB406
Obtain information from external and
networked sources**

Release: 1

Assessment Requirements for BSBLIB406 Obtain information from external and networked sources

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 2.0.

Performance Evidence

Evidence of the ability to:

- communicate effectively and efficiently with customers
- apply well-developed information literacy skills
- use external sources and bibliographic tools, including electronic sources, to obtain different types of information
- search external sources effectively to meet a range of different information needs.

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:

- describe components of bibliographic records
- identify and discuss copyright, moral rights and intellectual property legislation and issues of interlibrary loans and document supply
- evaluate document delivery services and options, including for electronic formats
- identify external sources of information
- analyse information services networks that facilitate access to external sources
- locate and reference interlibrary lending policies and standards, such as the Australian Interlibrary Resource Sharing (ILRS) code
- evaluate range of available information sources for print and electronic materials
- evaluate range of available interlibrary lending networks and document delivery services and organisations
- discuss and compare search strategies for external and networked sources.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Library – Information Services field of work and include access to:

- a range of library and information services and resources
- industry-current information technologies
- relevant policies, procedures and documents on access to external sources of information
- special purpose equipment, materials and industry software packages.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet -

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