



Australian Government

BSBMGT802 Lead design and review of enterprise systems

Release: 1

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Modification History

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

Application

This unit describes the skills and knowledge required to design and evaluate systems to support the organisation's objectives. It covers analysis of existing systems, setting specifications and identifying and evaluating options for new or re-designed systems. It also covers implementing and evaluating the changes.

It applies to individuals who lead and review organisation-wide systems, exercise significant autonomy, responsibility and accountability within enterprise structures and make major contributions to the values, goals and operations of the enterprise. They will typically have responsibility for the establishment and review of significant systems for the organisation or enterprise. They use cognitive and creative skills to review, critically analyse, consolidate and synthesise knowledge, generate ideas and provide solutions to complex problems. They use communication skills to demonstrate their understanding of theoretical concepts and to transfer knowledge and ideas to others.

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

Unit Sector

Management and Leadership - Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Analyse effectiveness of systems to meet organisational goals	1.1 Analyse organisation's mission, direction and objectives 1.2 Determine impact of current and future market trends and business environment on organisation's goals and operations 1.3 Specify system requirements to meet identifiable goals

ELEMENT	PERFORMANCE CRITERIA
	<p>1.4 Assess capacity of existing system to meet enterprise goals</p> <p>1.5 Analyse existing systems to identify system strengths, weaknesses and problem areas</p>
2. Identify and evaluate alternatives	<p>2.1 Research new, reconfigured or redesigned systems and components</p> <p>2.2 Evaluate new, reconfigured or redesigned systems and components for suitability for enterprise product, feasibility and cost, and report outcomes to stakeholders</p> <p>2.3 Negotiate organisational commitment to a new, reconfigured or redesigned system</p> <p>2.4 Plan resource requirements and integrate into enterprise planning</p>
3. Implement solutions	<p>3.1 Develop specifications for a new, reconfigured or redesigned system</p> <p>3.2 Enable the new, reconfigured or redesigned system</p> <p>3.3 Negotiate, plan and communicate an implementation strategy, including work redesign with stakeholders</p> <p>3.4 Identify impact on personnel and prepare change strategies</p> <p>3.5 Develop, resource and implement training plans</p> <p>3.6 Ensure procedures are developed, tested and refined</p>
4. Monitor system	<p>4.1 Establish performance criteria for the new, reconfigured or redesigned system</p> <p>4.2 Collect, analyse and report performance data against system goals and performance criteria</p> <p>4.3 Report and consult on progress and performance with stakeholders</p> <p>4.4 Consult with stakeholders on strategies for continuous improvement to enterprise system</p>

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance	Description

	Criteria	
Reading	1.1, 1.2, 1.4, 1.5, 2.1, 2.2	<ul style="list-style-type: none"> • Sources, evaluates and critiques ideas and information from a range of complex texts • Analyses organisational information using appropriate benchmarks to establish understanding
Writing	1.3, 2.4, 3.1, 3.3, 3.5, 3.6, 4.1-4.3	<ul style="list-style-type: none"> • Develops texts dealing with complex concepts using specialised and detailed language to convey strategy context and intent and organisational requirements • Researches, plans and prepares plans for relevant stakeholders incorporating appropriate vocabulary, grammatical structure and conventions
Oral Communication	2.3, 3.3, 4.3, 4.4	<ul style="list-style-type: none"> • Uses language and features appropriate to context and audience to discuss progress and gather opinions
Numeracy	4.2	<ul style="list-style-type: none"> • Interprets, analyses and presents numeric/financial information
Interact with others	2.3, 3.3, 4.3, 4.4	<ul style="list-style-type: none"> • Plays a lead role in situations requiring effective collaboration and high-level negotiation skills
Get the work done	1.1, 1.2, 1.4, 1.5, 2.4, 3.2-3.6, 4.1-4.4	<ul style="list-style-type: none"> • Accepts responsibility for planning and sequencing complex tasks and workload • Monitors progress and results against required outcomes and reports on them to identify opportunities for improvement • Systematically gathers and analyses all relevant information, reviews data and evaluates options in order to inform decisions about complex organisational strategies

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBMGT802 Lead design and review of enterprise systems	Not applicable	New unit	No equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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