



Australian Government

BSBXBD405 Develop procedures for managing big data

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package 6.0.

Application

This unit describes the skills and knowledge required to design and develop procedures for managing transactional and non-transactional big data in line with industry practices and organisational policies, procedures and protocols.

It applies to those in a range of industries and job roles who develop procedures that support an organisation in effectively managing its handling of big data.

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

Unit Sector

Data Literacy - Data Literacy

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. Plan big data management procedures	1.1 Confirm purpose and target users of big data management procedures 1.2 Review current internal practices for managing big data 1.3 Identify and document workplace issues and needs to be supported by big data management procedures
2. Design procedures for managing big data	2.1 Compare current organisational processes to industry standards for best practice in big data management to identify areas of improvement 2.2 Analyse available big data management solutions 2.3 Establish criteria for an effective big data management solution 2.4 Select appropriate big data management solution based on characteristics of big data and workplace needs
3. Draft procedures	3.1 Draft procedures to address identified organisational needs to manage

ELEMENT	PERFORMANCE CRITERIA
for managing big data	big data 3.2 Engage required stakeholders to test draft big data procedures 3.3 Integrate feedback from stakeholders into revised procedures
4. Finalise developed procedures for managing big data	4.1 Review big data management procedures against business strategies and success metrics and revise as required 4.2 Create a big data road map for implementing big data management process 4.3 Distribute final procedures to required personnel according to organisational policies and procedures 4.4 Store procedures according to established document management protocols

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Learning	<ul style="list-style-type: none"> Modifies behaviour following exposure to new information
Oral communication	<ul style="list-style-type: none"> Asks open and closed probing questions and actively listens to identify work requirements and seek feedback from stakeholders
Reading	<ul style="list-style-type: none"> Identifies and interprets information from relevant sources to complete work
Writing	<ul style="list-style-type: none"> Uses clear, specific and industry-related terminology to communicate big data management procedures
Planning and organising	<ul style="list-style-type: none"> Efficiently and logically sequences the stages in developing procedures for managing big data
Technology	<ul style="list-style-type: none"> Uses appropriate technology platforms to develop procedures for managing big data

Unit Mapping Information

No equivalent unit. New unit.

Links

Companion Volume Implementation Guide is found on VETNet: -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>