



Australian Government

Department of Education, Employment and Workplace Relations

BSBATSIW417B Select and utilise technology

Release: 1

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Modification History

Unit Descriptor

This unit covers assessing, utilising and evaluating new technologies within the organisation for the benefit of the organisation and the community.

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

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Application of the Unit

This unit applies to individuals with a broad knowledge of the business or core functions of organisations who contribute their skills and knowledge to monitoring and guiding the activities of organisations in the Indigenous community.

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Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Employability Skills Information

This unit contains employability skills.

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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Assess technology needs	1.1 Identify and document organisational tasks that could be helped by technology
	1.2 Seek independent technical advice as necessary
	1.3 Make a cost / benefit analysis
2 Acquire technology	2.1 Investigate and document ways of acquiring or accessing technology other than by funding
	2.2 Investigate and document costs of acquiring technology
	2.3 Investigate and document sources of funding
	2.4 Obtain funds required for technology and associated costs
3 Ensure staff are prepared for new technology	3.1 Evaluate the need for technology training
	3.2 Nominate trainers or mentors to train staff
	3.3 Provide training to staff who will use the technology
4 Use and evaluate technology	4.1 Utilise the technology
	4.2 Evaluate the effective use of technology
	4.3 Implement actions

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

Planning training

Mentoring

Evaluation and decision-making

Required knowledge

Cultural context - Boards are upholders of traditional and cultural values. Relevant aspects of culture may include: cultural protocols, language (both Traditional and Aboriginal English), Aboriginal learning styles, cultural business, family and community responsibilities and local history

Community control - community participation and control in decision-making are central to organisations and the role of Boards is to support the community in these processes

Location and resources - organisations operate in diverse locations where cultural, social, economic and political conditions may vary widely. Also, acute resource shortages may also determine the options available

Legal requirements - organisations operate under provisions of federal, state or territory legislation as legal entities and funding recipients which influence decision-making

Technology options

Funding sources

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

Integrated demonstration of all elements of competency and their performance criteria; and

Technology is used effectively for the benefit of the organisation and the community

Context of and specific resources for assessment

Assessment must ensure:

This unit of competency should be assessed through the performance of Board duties, but in the event that there is no opportunity to observe such a performance a simulated environment can be used but such simulation must replicate Board conditions in terms of: performing the task; managing a number of different tasks; coping with irregularities and breakdowns in routine; dealing with the responsibilities and expectations of the Board, including working with others; and transferring competency to other situations

Knowledge and performance to be assessed over time to confirm consistency in performance

Method of assessment

The following assessment method is appropriate for this unit:

Performance of Board duties, or through an accurate simulation of Board duties

Guidance information for assessment

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Technology may include:

information technology
computer software packages
new generation plant and equipment

Options to access technology may include:

borrow
lease or hire
purchase

Evaluation may include:

suitability
effectiveness
reliability
human impacts

Unit Sector(s)

empty
empt

Competency field

Regulation, Licensing and Risk - ATSI Governance
Regulation, Licensing and Risk - ATSI Governance