



Australian Government

ICTPMG614 Manage ICT project delivery

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 6.0.

Application

This unit describes the skills and knowledge required to manage the creation and delivery of the products of an Information and Communications Technology (ICT) project in small, medium and large organisations.

The unit applies to those who manage teams and apply advanced project management, business and technical skills necessary to ensure that the project delivered is consistent with system requirements and agreed design.

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

Unit Sector

Project 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. Manage systems analysis and design	1.1 Apply systems thinking to project design 1.2 Model ICT process and systems according to specifications 1.3 Re-engineer business processes according to specifications 1.4 Control required ICT systems development 1.5 Review ICT architecture against required specifications 1.6 Manage design and integration of system according to project requirements
2. Facilitate project-related workshops	2.1 Apply facilitation and problem-solving methodologies to enhance workshop outcomes 2.2 Facilitate requirements gathering

ELEMENT	PERFORMANCE CRITERIA
	2.3 Facilitate ICT design workshops according to task requirements
3. Manage ICT project team performance	3.1 Establish project team performance framework according to project requirements 3.2 Measure team member performance according to framework and metrics 3.3 Manage technical staff performance according to framework and metrics 3.4 Manage project team dissolution
4. Manage project delivery cycle	4.1 Delegate project work to project team members according to task requirements 4.2 Review and report status of project to required personnel 4.3 Assess progress and update plans according to task requirements 4.4 Control project issues and take corrective action 4.5 Update project control documents

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
Oral communication	• Uses required language and style when presenting complex ideas to stakeholders to ensure project requirements are understood • Facilitates workshops using effective listening, questioning and summarising skills to convey information
Reading	• Interprets and analyses models, diagrams and specifications for inclusion into project requirements, plans and methodologies
Writing	• Prepares well-structured documents presenting ideas and delivery project plan utilising technical and relevant industry language in a logical sequence
Teamwork	• Shares knowledge, experience, information and resources with others as an integral part of work relationships when facilitating design workshops • Plays a lead role in situations requiring effective collaboration, demonstrating advanced influencing skills, focusing and shaping awareness, and engaging and motivating others
Planning and	• Operates from a broad conceptual plan, developing the operational

SKILL	DESCRIPTION
organising	detail in stages, regularly reviewing priorities and performance during implementation, and identifying and addressing issues
Problem solving	• Uses nuanced understanding of context to recognise anomalies and subtle deviations to normal expectations, focusing attention and remedying problems as they arise
Self-management	• Sequences and schedules complex activities, monitors implementation and manages relevant communication • Uses systematic, analytical processes in complex, non-routine situations, setting goals, gathering relevant information, and identifying and evaluating options against agreed criteria • Uses formal analytical and lateral thinking techniques for identifying issues, generating and evaluating possible solutions

Unit Mapping Information

Supersedes and is equivalent to ICTPMG604 Manage ICT project delivery.

Links

Companion Volume Implementation Guide is found on VETNet -

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