Australian Government

ICTSAD401 Develop and present feasibility reports

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 1.0.

Application

This unit describes the skills and knowledge required to research and analyse potential system solutions and present a feasibility report to the client.

It applies to individuals required to investigate potential solutions within the context of an information and communications technology (ICT) project.

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

Unit Sector

Systems analysis and design

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Confirm client requirements	1.1 Analyse client requirements to determine project scope and the problem or opportunity faced by the business
	1.2 Document client requirements, project scope, related problems and sources of information
	1.3 Confirm requirements and scope with the client
2. Develop high-level alternative scenarios	2.1 Compare future client requirements with current requirements
	2.2 Develop and document feasible solutions for client requirements
	2.3 Explore and document the feasibility of each solution
	2.4 Examine alternatives against project constraints

ELEMENT	PERFORMANCE CRITERIA
3. Prepare and publish feasibility report	3.1 Develop a feasibility report that describes client requirements and project scope, analyses alternative scenarios, and provides recommendations
	3.2 Submit feasibility report to appropriate person for project approval

Foundation Skills

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

Skill	Performance Criteria	Description
Reading	1.1, 2.1, 2.4	• Reads and interprets specifications and other documentation from a variety of sources, and consolidates information to determine client requirements
Writing	1.2, 1.3, 2.2, 2.3, 3.1	• Prepares and produces a document that conveys complex relationships between alternative solutions to achieve business outcomes • Uses technical report format and terminology appropriate to the stakeholders
Oral Communication	1.3	• Determines and confirms client requirements, using collaborative and inclusive techniques, including active listening and questioning, and reading of verbal and non-verbal signals to convey and clarify information and to confirm understanding
Numeracy	2.1-2.4, 3.1	• Applies financial modelling skills to identify, analyse and evaluate budgetary information, time durations and human resource allocations
Interact with others	1.3, 3.2	• Implements strategies for a diverse range of colleagues and clients to build rapport and foster strong relationships
Get the work done	1.1, 2.1, 2.2, 2.4, 3.1	• Accepts responsibility for planning and sequencing complex tasks and workload, negotiating key aspects with others and taking into account capabilities, efficiencies and effectiveness • Investigates new and innovative ideas as a means to continuously improve work practices and processes through consultation, and formal and analytical

| | | thinking |
| | | • Uses and investigates new digital technologies and applications to manage and manipulate data, and communicate effectively with others in a secure and stable digital environment |

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICTSAD401 Develop and present feasibility reports	ICASAD401A Develop and present feasibility reports	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2