



Australian Government

ICTSAD502 Model data processes

Release: 1

ICTSAD502 Model data processes

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 gather process data and business information in order to model data processes within an organisation.

It applies to individuals who can apply a broad range of technical knowledge and skills within the context of a complex 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 |
|--|--|
| <i>Elements describe the essential outcomes.</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i> |
| 1. Develop scope of model | 1.1 Identify relevant data processes and sources of information 1.2 Identify information gathering method and modelling methodology to be used 1.3 Document modelling information gathered 1.4 Validate modelling information with client |
| 2. Gather process data | 2.1 Identify business functions and collect process data using chosen method 2.2 Identify external events, procedures and results 2.3 Identify processes and required decomposition |

| ELEMENT | PERFORMANCE CRITERIA |
|------------------------------------|---|
| 3. Develop and validate data model | 3.1 Model process data according to modelling methodology 3.2 Validate process model with client to determine inaccuracies 3.3 Incorporate identified changes, as required 3.4 Review business rules to determine impact on process models and change as required 3.5 Validate completed process models with client |

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, 1.2, 2.1, 2.3, 3.4 | <ul style="list-style-type: none"> Critically analyses complex documentation from a variety of sources and consolidates information relating to specific criteria to determine requirements |
| Writing | 1.3, 1.4, 3.3-3.5 | <ul style="list-style-type: none"> Prepares and produces diagrammatic models and associated documents that convey complex relationships between data |
| Oral Communication | 1.4, 3.2, 3.5 | <ul style="list-style-type: none"> 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 confirm understanding |
| Interact with others | 1.4, 3.2, 3.5 | <ul style="list-style-type: none"> Implements strategies for a diverse range of colleagues and clients to build rapport and foster strong relationships |
| Get the work done | 1.1, 1.2, 2.1-2.3, 3.1, 3.4 | <ul style="list-style-type: none"> Accepts responsibility for planning and sequencing complex tasks and workload, negotiating key aspects with others and taking into account capabilities, efficiencies and effectiveness Applies systematic and analytical decision making processes for complex and non-routine situations 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 |
|---|--|---|-------------------------------|
| ICTSAD502 Model data processes | ICASAD502A Model data processes | Updated to meet Standards for Training Packages | Equivalent unit |

Links

Companion Volume implementation guides are found in VETNet -

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