



Australian Government

ICTSAD509 Produce ICT 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 6.0.

Application

This unit describes the skills and knowledge required to recommend the preferred scenario from a range of feasible options offered and produce a feasibility report to the client.

It applies to individuals responsible for researching, planning and designing solutions for complex Information and Communications Technology (ICT) projects.

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. Confirm client requirements	1.1 Discuss and confirm client requirements with required personnel 1.2 Determine project scope, purpose, problem context and opportunity faced by business 1.3 Identify legislative requirements and organisational standards and guidelines applicable to project scope and task 1.4 Document and review client requirements, project scope, problems and sources of information according to organisational procedures 1.5 Confirm requirements and scope with client and required personnel
2. Examine and review alternatives	2.1 Confirm future client requirements 2.2 Discuss and research feasible solutions according to client

	<p>requirements</p> <p>2.3 Confirm feasibility of each solution has been assessed, including constraints and risks</p> <p>2.4 Document feasible solutions discussed according to organisational procedures</p>
3. Prepare and publish feasibility report	<p>3.1 Discuss and establish structure and components of feasibility report with required personnel</p> <p>3.2 Prepare draft feasibility report according to organisational procedures and client requirements</p> <p>3.3 Confirm completed feasibility report covers client requirements, project scope and analysis of alternative scenarios</p> <p>3.4 Seek feedback and confirm recommendation of preferred scenario with required personnel</p> <p>3.5 Amend feasibility report according to feedback as required and finalise documentation</p> <p>3.6 Present feasibility report to required personnel and seek project approval</p>

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	<ul style="list-style-type: none"> Uses listening and questioning techniques to determine client requirements and feedback and articulate ideas using specific language applicable to audience
Reading	<ul style="list-style-type: none"> Critically analyses complex documentation from a variety of sources and consolidates information applicable to specific criteria when determining requirements
Initiative and enterprise	<ul style="list-style-type: none"> Selects, implements and seeks to improve protocols governing communications to clients and co-workers in a range of work contexts Investigates new and innovative ideas to continuously improve work practices and processes through consultation, and formal and analytical thinking
Planning and organising	<ul style="list-style-type: none"> Accepts responsibility for planning and sequencing complex tasks and workload, negotiating key aspects with others, including required capabilities, efficiencies and effectiveness Monitors progress of plans and schedules, and reviews and changes them to meet new demands and priorities

SKILL	DESCRIPTION
Self-management	<ul style="list-style-type: none">Identifies diversity in people and manages this diversity to improve workplace relations and practices

Unit Mapping Information

Supersedes and is equivalent to ICTSAD506 Produce a feasibility report.

Links

Companion Volume Implementation Guide is found on VETNet -

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