



Australian Government

**Assessment Requirements for ICTSAS210
Update and maintain hardware, software
and documentation inventories**

Release: 2

Assessment Requirements for ICTSAS210 Update and maintain hardware, software and documentation inventories

Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 6.0.
Release 2	Correcting an error in the Application.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- update and maintain at least one of each hardware and software inventories according to identified storage and retrieval policy and organisational procedures
- update and maintain at least two documentation inventories according to identified storage and retrieval policy and organisational procedures, including:
 - user documentation
 - technical manuals
- create a profile and description for hardware inventories.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- organisational procedures including:
 - hardware, software and documentation inventory access
 - hardware, software and documentation inventory updates
 - software licenses and software upgrades
 - hardware, software and documentation inventory maintenance
 - maintenance documentation and recording
 - escalation procedures
- technical documentation processes
- software licensing requirements
- inventory principles and procedures.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- hardware, equipment and materials
- industry and inventory management software packages
- organisational documentation
- enterprise intranet
- required person for escalation.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume Implementation Guide is found on VETNet -

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