



Australian Government

Assessment Requirements for ICTSAS304 Provide basic system administration

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.

Performance Evidence

Evidence of the ability to:

- perform a systems backup, restore and maintain correct usage according to licensing agreements in a stand-alone or client server environment
- maintain software licence records and check for copyright compliance within the system
- maintain security access records and apply access controls on network resources.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- describe common backup procedures
- identify and outline operating systems used by the organisation
- describe the organisational security procedures
- identify organisational standards to:
 - carry out backup and restore operations
 - label and store backups
 - record security and software details
- describe the selection, functions and features of appropriate diagnostic tools
- identify software copyright responsibilities
- identify the system's current functionality.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the systems administration and support field of work and include access to:

- operating systems
- software licence records
- technical records and documentation
- organisational backup and restore procedures
- organisational security guidelines.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

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