



Australian Government

Assessment Requirements for ICTWEB419

Develop guidelines for uploading information to a website

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:

- develop a policy for uploading and removing website content that:
 - ensures that the policy reflects the strategic intent of the site, while maintaining site security and privacy standards
 - adheres to quality standards for the updating process and data
 - ensures that updates occur in a secure and convenient manner
 - develops updating and loading procedures for website content
 - reviews guidelines for uploading content to websites.

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:

- outline copyright and intellectual property issues
- summarise the information architecture
- identify and describe, internet protocols
- outline the procedures for disseminating and documenting technical specifications
- clarify the website's architecture and business process design, and how e-business sites may fit into corporate strategy.

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 website technologies field of work, and include access to:

- the servers
- an e-business website
- the file transfer protocol (FTP) software
- the organisational documentation, requirements and 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>