



Australian Government

AMPMGT807 Manage change to organisational electronic technology systems

Release: 1

AMPMGT807 Manage change to organisational electronic technology systems

Modification History

Release	TP Version	Comment
1	AMPv1.0	Initial release

Application

This unit describes the skills and knowledge required to improve business outcomes through implementing the introduction or upgrade of advanced electronic technologies.

This unit applies to leaders or managers whose role is to manage the introduction of advanced electronic technologies to enhance business practices.

Leaders and managers should manage the implementation of advanced electronic technologies, such as those associated with electronic business (e-business) models; financial systems, information management systems, mobile and wireless technologies; and technologies relating to managing customer and regulatory requirements.

Operational management in relation to introducing technologies to enhance business processes may involve complex judgements.

This unit may relate to the business activities of a small to medium-sized organisation or to a significant unit of activity in a large organisation.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil.

Unit Sector

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Prepare organisational change management	1.1 Analyse proposed changes in relation to current operational

Element	Performance criteria
strategy for implementation of advanced electronic technologies	practices, infrastructure and strategic plans 1.2 Evaluate, cost and prioritise identified changes 1.3 Identify evaluate and manage risks associated with implementation 1.4 Develop implementation strategies, including change management and communication strategies 1.5 Engage, assemble and brief implementation team
2. Manage implementation	2.1 Communicate implementation strategies to stakeholders and clarify timelines and accountabilities 2.2 Monitor, record and report implementation progress against planned milestones 2.3 Identify and manage potential risks through consultation with stakeholders and review of testing outcomes 2.4 Review and revise implementation strategy, as necessary 2.5 Finalise installation according to implementation strategy and organisational procedures 2.6 Identify and implement training programs required to support new technologies
3. Evaluate implementation outcomes	3.1 Review and evaluate implementation process 3.2 Debrief implementation team 3.3 Assess outcomes of implementation process against organisational requirements 3.4 Report project outcomes to key stakeholders
4. Develop and implement ongoing management processes	4.1 Develop business processes required for ongoing electronic technology management 4.2 Implement business processes required for ongoing electronic technology management

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

MTMBUS801A Manage change to organisational electronic technology systems	E
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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>

Assessment Requirements for AMPMT807 Manage change to organisational electronic technology systems

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Performance Evidence

The candidate must provide evidence of managing change to organisational electronic technology systems. Evidence must demonstrate the candidate's consistency of performance over time.

The candidate must demonstrate ability to:

- apply change management theory
- use effective communication and teamwork skills to consult with stakeholders and system users
- apply planning and reporting skills
- use problem-solving, initiative and enterprise skills to:
 - assess vulnerabilities in electronic technology proposals
 - manage risks
 - monitor stakeholder satisfaction
 - develop strategies to respond to system, personnel and technology problems
- provide leadership in workplace health and safety practice and observance of ethical, legislative and good corporate governance requirements
- apply technology skills to:
 - use appropriate technology to achieve system and business outcomes
 - use appropriate terminology
 - use high levels of accounting (mathematical), technological and e-commerce systems
 - assess advice relating to suitability and reliability of hardware and software
 - analyse and assess potential of new technology solutions to improve organisational outcomes
- research and evaluate potential impact of a proposed electronic technology system
- analyse, develop and implement plans for introducing an electronic technology system with minimal interruption to business processes
- identify, analyse and address problems in a timely and effective manner

Knowledge Evidence

The candidate must demonstrate specialised and integrated technical and theoretical knowledge of:

- business policies and procedures that impact on job role or function
- change management theory
- capabilities and limitations of infrastructure
- business needs
- facilities and infrastructure management
- methods for assessing and analysing electronic technology proposals
- planning techniques
- quality measures and principles
- relevant legislation, codes and regulations that affect business operations, especially in regard to workplace health and safety and environmental issues, Equal Employment Opportunity (EEO), industrial relations and anti-discrimination
- written policies and internal procedures on electronic technology management and associated contractual documents

Assessment Conditions

Competency must be demonstrated through sustained performance over time, at an appropriate level of responsibility and authority, under typical operating and production conditions for the enterprise.

Assessment must ensure:

- competence is consistently demonstrated over time, and over a range and variety of situations
- access to required assessment facilities and resources.

Assessors must satisfy current standards for RTOs.

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