



Australian Government

AMPMGT812 Manage change to organisational digital technology systems

Release: 1

AMPMGT812 Manage change to organisational digital technology systems

Modification History

Release	Comments
Release 1	This version released with AMP Australian Meat Processing Training Package Version 8.0.

Application

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

This unit applies to leaders or managers whose role is to manage the introduction of advanced digital technologies to enhance business practices. Operational management in relation to introducing technologies to enhance business processes may require formulating responses to complex problems.

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

All work must be carried out to comply with workplace procedures, according to state/territory health and safety regulations, legislation and standards that apply to the workplace.

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

Mandatory workplace requirements apply to the assessment of this unit.

Pre-requisite Unit

Nil

Unit Sector

Management (MGT)

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare organisational change management strategy for implementation of advanced digital technologies	1.1 Analyse proposed changes in relation to current operational 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 digital technology management 4.2 Implement business processes required for ongoing digital technology management

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	• Access and interpret technical information • Engage with information about international trade
Numeracy	• Engage with concepts related to foreign exchange and financial markets

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AMPMGT812 Manage change to organisational digital technology systems	AMPMGT807 Manage change to organisational electronic technology systems	Unit title updated Performance Criteria clarified Foundation Skills added Performance Evidence, Knowledge Evidence and Assessment Conditions reworded for clarity Mandatory workplace requirements clarified	Equivalent

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7>

Assessment Requirements for AMPMGT812 Manage change to organisational digital technology systems

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Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.

There must be evidence that the individual has managed change to organisational digital technology systems, over a period of at least three months, including:

- applied change management theory
- used effective communication and teamwork skills to consult with stakeholders and system users
- applied planning and reporting skills
- used problem-solving, initiative and workplace skills to have:
 - assessed vulnerabilities in digital technology proposals
 - managed risks
 - monitored stakeholder satisfaction
 - developed strategies to respond to system, personnel and technology problems
- provided leadership in workplace health and safety practice and observance of ethical, legislative and good corporate governance requirements
- applied technology skills to have:
 - used appropriate technology to achieve system and business outcomes
 - used appropriate terminology
 - used high levels of accounting (mathematical), technological and e-commerce systems
 - assessed advice relating to suitability and reliability of hardware and software
 - analysed and assessed potential of new technology solutions to improve organisational outcomes
- researched and evaluated potential impact of a proposed or revised digital technology system
- analysed, developed and implemented plans for introducing a digital technology system with minimal interruption to business processes
- identified, analysed and addressed problems in a timely and effective manner.

Mandatory workplace requirements

All performance evidence specified above must be demonstrated in an agribusiness context.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- digital technology systems within the business and their usage
- digital skills of workers and the effects of changes to systems
- organisational change management theory
- capabilities and limitations of infrastructure of the business
- digital technology system needs of the business
- digital facilities and infrastructure management
- methods for assessing and analysing digital technology proposals
- planning techniques for implementation of new systems
- quality measures and principles of organisational change
- 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 digital technology management and associated contractual documents.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - *skills must be demonstrated in an agribusiness context*
- resources, equipment and materials:
 - *access to work-based digital systems*
- specifications:
 - *workplace documents such as policies and procedures that guide digital systems*
 - *workplace human resources policies and procedures*
- relationships:
 - *interactions with team and digital system users.*

Assessment for this unit must include at least three forms of evidence.

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

Mandatory workplace requirements

Mandatory workplace requirements are shown in *italic* text. Refer to the Companion Volume Implementation Guide for further information.

Links

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