



Australian Government

Assessment Requirements for BSBINS602 Extend own information literacy skills to locate information

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

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:

- select, evaluate, and present information resources to meet three workplace information needs.

In the course of the above, the candidate must:

- select and refine search strategies and tools
- source and present varied complex information, ideas and concepts
- evaluate search results and take action to enhance final presentation to customer
- implement planned strategies to develop and extend own information literacy skills
- use a range of primary, secondary and tertiary sources to provide information in response to customer requests.

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:

- key concepts of information literacy
- range of information sources and technologies available to meet information requirements
- copyright, moral rights and intellectual property issues and legislation that impact research, use and distribution of information
- information and resources available for development of information literacy skills
- key principles of lifelong learning and how they relate to information literacy
- role of information literacy in different occupations in relation to lifelong learning.

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:

- relevant tools, equipment, materials and industry software packages.

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=11ef6853-ceed-4ba7-9d87-4da407e23c10>