



Australian Government

BSBINS603 Initiate and lead applied research

Release: 1

BSBINS603 Initiate and lead applied research

Modification History

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

Application

This unit describes the skills and knowledge required to plan, conduct and report on applied research to influence strategic practices and outcomes within an organisational context. The unit also covers constructing an applied research strategy, using a range of applied research techniques, and analysing and presenting findings.

The unit applies to leaders or managers who use applied research to enhance individual, team and organisational performance. The intended purpose and approach to applied research may vary across a range of contexts and organisations. In this unit, the focus is on applied research to attain improved organisational outcomes.

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

Unit Sector

Technical Skills – Information Services

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Plan and develop an applied research strategy	1.1 Clarify and confirm applied research purpose and requirements of relevant stakeholders 1.2 Identify policies and procedures in relation to conducting applied research 1.3 Establish methods for collecting and maintaining data in a systematic manner 1.4 Analyse factors affecting the reliability and validity of data 1.5 Review relevant research ethics and codes of conduct 1.6 Prepare applied research strategy and hypothesis

ELEMENT	PERFORMANCE CRITERIA
	1.7 Frame a research strategy according to available tools and resources 1.8 Review and evaluate a range of applied research methods, theories and data collection techniques 1.9 Select methods to gather and analyse data according to research strategy
2. Use a range of applied research techniques	2.1 Use suitable technology and technology services to support data collection and analysis 2.2 Access sources of information and contributors relevant to the research 2.3 Confirm integrity of the data collected, and analysis tools used
3. Analyse and present findings	3.1 Evaluate how research findings such as trends and changes will impact on requirements of relevant stakeholders 3.2 Review data and research findings for accuracy of details and adherence to any legal requirements 3.3 Collate and analyse data for relevance against the original applied research strategy 3.4 Document and present research findings in a clear and logical manner consistent with stakeholder requirements 3.5 Identify the need for, and approach to, further research as required

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Learning	Evaluates and reflects on the need for research to contribute to ongoing organisational improvement
Reading	Collects, analyses, compares and evaluates textual information from a range of resources to inform research strategies
Writing	- Develops texts dealing with complex ideas and concepts - Uses specialised and detailed language to convey explicit information, requirements and recommendations in accordance with legal, ethical and organisational requirements
Oral Communication	- Uses specialised vocabulary appropriate to context and audience to discuss and confirm research requirements - Applies listening and questioning techniques to check or confirm understanding

Skill	Description
Numeracy	• Applies knowledge of mathematical information to statistically analyse data and identify possible trends and confirm reliability
Self-management	• Takes responsibility for determining applicable organisational policies and procedures and considering legal and ethical obligations • Monitors adherence to legal and regulatory rights and responsibilities for self and others
Planning and organising	• Develops plans for complex activities, regularly reviewing priorities and performance during implementation, identifying and addressing issues as they arise

Unit Mapping Information

Supersedes and is equivalent to BSBRES801 Initiate and lead applied research.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

Assessment Requirements for BSBINS603 Initiate and lead applied research

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:

- plan, conduct and report on applied research relevant to organisational strategic practices and outcomes on at least one occasion.

In the course of the above, the candidate must:

- formulate a research proposal or plan which includes:
 - specific research questions or hypotheses
 - valid population or sample size
 - description of the geographical, cultural, social or institutional context within which the research will be carried out
 - full description of the data collection methods
 - analysis of the limitations to research design including the reliability and validity of data
- document and present research findings including analysis of data, valid and reliable findings and recommendations for further research.

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:

- organisational communication processes and methods
- data collection and analysis methods, including the use of technology and technology services
- legal requirements, policies, procedures and guidelines relating to research
- common presentation techniques and reporting methods
- applied research tools and methods and how they are applied
- organisational policies and procedures relevant to performance evidence.

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:

- workplace policies and procedures relevant to performance evidence
- legislation and codes of conduct relevant to research.

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>