



Australian Government

BSBLED804 Review enterprise e-learning systems and solutions implementation

Release: 1

BSBLED804 Review enterprise e-learning systems and solutions implementation

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to design, review and implement advanced enterprise electronic learning (e-learning) solutions.

It applies to individuals working in senior management teams. These individuals manage the introduction of information and communication technology (ICT) systems and processes to enhance individual, team and organisational capabilities.

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

Unit Sector

Workforce Development – Learning and Development

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. Evaluate trends in e-learning	1.1 Identify and differentiate forms of e-learning 1.2 Analyse trends in deployment of ICT in education and learning 1.3 Analyse and evaluate integration of ICT for learning and business purposes 1.4 Explore how convergence of different technologies can affect learning practice
2. Monitor e-learning resource alignment to organisational	2.1 Research trends in teaching methods associated with different types of electronic learning resources 2.2 Determine organisation's strategic and learning requirements

ELEMENT	PERFORMANCE CRITERIA
requirements	2.3 Analyse and report risks associated with e-learning implementation 2.4 Devise policy and procedures to ensure brief, focus and type of e-learning resources are designed to organisational requirements 2.5 Establish how international e-learning regimes, human resources and learning policies and procedures will affect design of e-learning resources
3. Test and evaluate e-learning solutions	3.1 Ensure parameters for testing e-learning solutions are consistent with technical, user and organisational requirements 3.2 Review e-learning resources and e-learning systems or solutions against criteria tied to learner and organisational requirements 3.3 Adjust learning resource design or delivery methods where required to meet changing user and organisational requirements 3.4 Test and evaluate instructional design principles as appropriate for given focus and context 3.5 Consult with learners, educators, designers and other personnel to evaluate constraints relating to organisation's e-learning systems and resources 3.6 Use research findings and reports on suggested improvements to e-learning resources or systems design to inform future practice

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1-1.4, 2.1-2.5, 3.1-3.6	Interprets and critically analyses structurally complex texts and draws on a repertoire of strategies to maintain understanding of solutions for e-learning systems
Writing	1.1-1.4, 2.1-2.5, 3.1-3.6	Integrates information and ideas from a range of sources, utilising appropriate support materials to evaluate, monitor and test e-learning solutions
Oral	3.5	Present ideas to a range of audiences to test and evaluate e-learning solutions

Communication		
Navigate the world of work	2.4, 2.5, 3.1-3.3	Contributes to development of organisational policies and procedures and considers own role in terms of its contribution to broader goals of work environment
Interact with others	3.5	Collaborates with others to achieve required outcomes, tailoring communication to suit the audience
Get the work done	1.1-1.4, 2.2, 2.3, 2.5, 3.1-3.6	- Uses logical planning processes and an increasingly intuitive understanding of context to plan, implement and monitor learning in workplace - Systematically gathers and analyses relevant information and evaluates options to make informed decisions - Evaluates outcomes of decisions to identify opportunities for improvement - Uses digital tools to organise, integrate and share relevant information

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBLED804 Review enterprise e-learning systems and solutions implementation	BSBLED704A Review enterprise e-learning systems and solutions implementation	Updated to meet Standards for Training Packages Recoded to meet AQF Standards	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

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

Assessment Requirements for BSBLED804 Review enterprise e-learning systems and solutions implementation

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- improve organisational capabilities by implementing advanced e-learning solutions
- identify and research trends in e-learning
- determine organisation's learning requirements and create policy and procedures to support design or selection of e-learning resources to meet the organisation's requirements
- identify and report risks associated with e-learning implementation
- test, review and adjust e-learning resources and systems as required
- collaboratively research e-learning opportunities, constraints and improvements.

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:

- explain how to create an effective learning experience using electronic technology
- describe a range of e-learning environments and their application in designing e-learning resources
- describe instructional design principles for electronic materials
- explain the considerations in devising an e-learning and assessment strategy
- describe methods for system testing and evaluation
- explain how international e-learning regimes and organisational policies and procedures impact on e-learning in the workplace
- list relevant policy, legislation, codes of practice and national standards, including AQTF Standards for Registered Training Organisations (if applicable).
-

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce learning and development field of work and include access to:

- information on current trends in e-learning and instructional design principles
- office equipment and resources
- case studies and, where available, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

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