



Australian Government

Assessment Requirements for BSBLIB605 Analyse and describe specialist and complex material

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 2.0.

Performance Evidence

Evidence of the ability to:

- analyse and describe a range of specialist and complex material using current industry systems and tools
- apply metadata knowledge to analysis of specialist and complex materials and resources
- plan and carry out complex cataloguing and description tasks, applying knowledge of cataloguing and classification principles
- contribute to enhancement of current systems.

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:

- describe different customer groups, their specialist information needs, and types of libraries and information agencies
- describe a variety of contexts in which users need access to information, and recommend ways to improve this access
- critically review techniques and protocols for creating appropriate information description and classification systems
- evaluate various ways of maximising interface between technology and information in developing useful systems of description and classification
- analyse and discuss copyright, moral rights and intellectual property issues and legislation that apply to analysis and description of materials in a wide range of contexts
- describe specialist cataloguing and classification principles
- describe processes used for indexing and abstracting
- review application of national and international standards in specific cases that highlight precedents, interpretations and processes.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Library – Information Management field of work and include access to:

- special purpose tools and equipment
- specialised and complex materials
- organisational systems for describing material
- 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 guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>