



Australian Government

Department of Education, Employment and Workplace Relations

ICAI5085B Review site in preparation for implementation

Release: 1

ICAI5085B Review site in preparation for implementation

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit defines the competency required to identify environmental prerequisites prior to commencing system installation.
------------------------	--

Application of the Unit

Application of the unit	
--------------------------------	--

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
---	--

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan work area	1.1. Obtain technical and environmental system requirements for equipment to be installed and document site requirements, including OH&S site-specific requirements 1.2. Consider and take action on requirements associated with equipment against installation requirements 1.3. Conduct on-site inspection and audit against site specifications 1.4. Formulate preliminary recommendations for site and assess impact on system installation schedule 1.5. Create a preliminary report specifying recommended changes to the site to meet requirements and submit the report to appropriate person for approval
2. Evaluate environment	2.1. Organise appropriate support staff to facilitate a successful installation 2.2. Install cabling and other environmental equipment to required technical and industry standards 2.3. Manage hardware installation to ensure relevant OH&S standards for hardware installation are adhered to 2.4. Review and test hardware and software to ensure that the system meets client business requirements and system objectives
3. Document recommendations	3.1. Prepare a final report documenting findings and issues relating to site requirements and preparation 3.2. Submit final recommendations to appropriate person for approval

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE
This section describes the skills and knowledge required for this unit.
Required skills
Problem solving skills for a defined range of unpredictable problems involving

REQUIRED SKILLS AND KNOWLEDGE

participation in the development of strategic initiatives (e.g. when preliminary recommendations for site are formulated and impact on installation schedule assessed)

- Plain English literacy and communication skills in relation to analysis, evaluation and presentation of information (e.g. when a report documenting findings and issues relating to site requirements and preparation is prepared)
- Teamwork skills involving the contribution to solutions and goals of a non-routine or contingency nature (e.g. when support staff are organised to facilitate a successful installation)
- Group facilitation and presentation skills in relation to transferring and collecting information and gaining consensus on concepts (e.g. when changes to site to meet requirements are recommended and submitted for approval, and when final recommendations are submitted for approval)
- Project planning skills in relation to scope, time, cost, quality, communications and risk management (e.g. when technical and environmental system requirements for equipment to be installed are obtained and site requirements are documented, including OH&S site-specific requirements, and when hardware and software is reviewed and tested to ensure that the system meets client business requirements and system objectives)

Required knowledge

- Physical prerequisites needed for system installation
- Vendor equipment specifications and installation requirements
- Possible legislative requirements relating to cabling and building preservation (e.g. when evaluating the environment)
- Current industry-accepted hardware and software products, with broad and detailed knowledge of general features and capabilities of network devices
- Broad knowledge of the role of stakeholders and the degree of stakeholder involvement
- Detailed knowledge of the any current system's functionality
- Broad knowledge of quality assurance practices (e.g. when evaluating the environment)

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- Assessment should confirm knowledge of all aspects of site preparation and relationship to and impact on the installation schedule. Assessment must confirm the ability to identify environmental prerequisites prior to installation commencing. Assessment can cover a number of scenarios, such as LANs incorporating hubs, routers and peripherals.
- Assessment must confirm ability to logically sequence the preparatory steps, taking into account time and budget constraints.

To demonstrate competency in this unit the person will require access to:

- A mock or real customer computer site
- Several different device types to be installed
- Access to staff resources and technical equipment

Context of and specific resources for assessment

The area of activity covered by this unit involves assessing a physical site, to determine its suitability for system installation. Site assessment includes considering limitations imposed by issues such as legislation, site history, environmental matters and OH&S guidelines.

The breadth, depth and complexity covering planning and initiation of alternative approaches to skills or knowledge applications across a broad range of technical and/or management requirements, evaluation and coordination would be characteristic.

When dealing with unexpected problems on the site, an individual would be expected to show leadership and guidance when organising activities of self and others, as well as being able to contribute to technical solutions of a

EVIDENCE GUIDE

	non-routine or contingency nature. The individual would also be expected to demonstrate performance over a broad range of skilled applications, including running specialised testing tools in evaluating and analysis of the site. Assessment must ensure: • The demonstration of competency may also require self-directed application of knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others. • Applications involve participation in development of strategic initiatives as well as personal responsibility and autonomy in performing complex technical operations or organising others. It may include participation in teams including teams concerned with planning and evaluation functions. Group or team coordination may also be involved.
Method of assessment	The purpose of this unit is to define the standard of performance to be achieved in the workplace. In undertaking training and assessment activities related to this unit, consideration should be given to the implementation of appropriate diversity and accessibility practices in order to accommodate people who may have special needs. Additional guidance on these and related matters is provided in ICA05 Section 1. • Competency in this unit should be assessed using summative assessment to ensure consistency of performance in a range of contexts. This unit can be assessed either in the workplace or in a simulated environment. However, simulated activities must closely reflect the workplace to enable full demonstration of competency. • Assessment will usually include observation of real or simulated work processes and procedures and/or

EVIDENCE GUIDE	
	performance in a project context as well as questioning on underpinning knowledge and skills. The questioning of team members, supervisors, subordinates, peers and clients where appropriate may provide valuable input to the assessment process. The interdependence of units for assessment purposes may vary with the particular project or scenario.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended. In the case of this unit, it could be assessed in a holistic manner with: • ICAI5086B Scope implementation requirements • ICAI5090B Conduct pre installation audit for software installation An individual demonstrating this competency would be able to: • Demonstrate understanding of a broad knowledge base incorporating theoretical concepts, with substantial depth in some areas • Analyse and plan approaches to technical problems or management requirements • Transfer and apply theoretical concepts and/or technical or creative skills to a range of situations • Evaluate information, using it to forecast for planning or research purposes • Take responsibility for own outputs in relation to broad quantity and quality parameters • Take some responsibility for the achievement of group outcomes • Maintain knowledge of industry products and services

Range Statement

RANGE STATEMENT

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

<i>Equipment</i> may include but is not limited to:	• workstations • personal computers • modems and other connectivity devices • printers • hard drives • monitors • switches • hubs • DSL modems • personal digital assistant (PDA) • other peripheral devices
<i>Appropriate person</i> may include:	• supervisor • teacher • authorised business representative • client
<i>Client</i> may include but is not limited to:	• internal departments • external organisations • individual people • internal employees
<i>Hardware</i> may include but is not limited to:	• workstations • personal computers • modems and other connectivity devices • networks • remote sites • servers
<i>Software</i> may include but is not limited to:	• commercial software applications; organisation-specific software, packaged software, in-house or customised software

Unit Sector(s)

Unit sector	Implement
--------------------	-----------

Co-requisite units

Co-requisite units		

Competency field

Competency field	
-------------------------	--