



Australian Government

Department of Education, Employment and Workplace Relations

ICASAS407A Conduct pre-installation audit for software installation

Release: 1

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Modification History

Release	Comments
Release 1	This Unit first released with <i>ICA11 Information and Communications Technology Training Package version 1.0</i>

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to identify and appraise critical pre-existing systems or components prior to the installation of software. Establishing compatibility and interoperability is a key success factor to purchasing software.

Application of the Unit

This unit applies to individuals in the software development area who are required to confirm the suitability of software for installation.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement but users should confirm requirements with the relevant federal, state or territory authority.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Element	Performance Criteria
<i>Elements describe the essential outcomes of a unit of competency.</i>	<i>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.</i>

Elements and Performance Criteria

1. Assess compatibility of existing software	1.1 Confirm details of software loaded on client system from actual system and from existing system documentation 1.2 Identify software prerequisites needed for new software 1.3 Confirm customer requirements with technical specifications 1.4 Confirm and assess compatibility issues against installation plan and cost constraints 1.5 Document recommendations on variances, level and software consistency for consideration by appropriate person
2. Confirm interoperability of software with environment	2.1 Confirm that there are no conflicts between the new software and previously installed software and hardware 2.2 Measure degree of interoperability between software 2.3 Confirm interoperable functioning of all software involved
3. Assess system capacity to install ordered software	3.1 Obtain details of current system memory, disk, available disk storage, and other specific hardware requirements from investigation of system and system documentation 3.2 Confirm that the hardware prerequisites needed for new software are met, implications noted and minimum requirements identified 3.3 Confirm and assess capacity issues against installation plan and cost constraints 3.4 Document recommendations on variances in capacity for consideration by appropriate person
4. Prepare and distribute audit report	4.1 Document findings, recommendations and impact on project in a manner appropriate for target audience 4.2 Present and distribute the audit analysis report according to organisational standards and procedures

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication skills to liaise with clients
- initiative and enterprise skills to develop strategic initiatives
- literacy skills to write technical reports and audit or analysis reports
- numeracy skills to calculate hardware prerequisites
- planning and organisational skills to:
 - prepare a risk management and contingency plan
 - scope, prepare time lines and cost out a project
- technical skills to use system diagnostics and utilities.

Required knowledge

- current industry-accepted hardware and software product
- detailed knowledge of system's current functionality
- overview knowledge of:
 - quality assurance practices
 - risk-management practices
 - client business domain
 - role of stakeholders and the degree of stakeholder involvement.

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 ability to: • establish capability of hardware on which new system is to be installed • ensure that the nominated hardware has the capacity to run the installed system • ensure that new systems will operate cooperatively with existing systems • document variations from the above.
Context of and specific resources for assessment	Assessment must ensure access to: • documentation tools • operational system and system specifications • technical specifications of software to be installed • appropriate learning and assessment support when required • modified equipment for people with special needs.
Method of assessment	A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit: • verbal or written questioning to assess candidate's knowledge of: • system current functionality • system hardware and software requirements • review of audit analysis report.
Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, where appropriate. Assessment processes and techniques must be culturally appropriate, and suitable to the communication skill level, language, literacy and numeracy capacity of the candidate and the work being performed. Indigenous people and other people from a non-English speaking background may need additional support. In cases where practical assessment is used it should be combined with targeted questioning to assess required knowledge.

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.

Software may include:	• commercial applications • customised • in-house • organisation-specific • packaged.
Client may be:	• department within the organisation • third party.
System may include:	• application service provider • applications • databases • gateways • internet service providers • networks • operating systems • servers • websites.
Constraints may include:	• budget • hardware • legal constraints • policy • resource • software • time.
Appropriate person may include:	• authorised business representative • client • supervisor.
Hardware may include:	• modems and other connectivity devices, such as digital subscriber line (DSL) modems • networks • personal computers • remote sites • servers • workstations.

Unit Sector(s)

Systems administration and support