



**Australian Government**

# **ICTICT206 Install software applications**

**Release: 1**

# ICTICT206 Install software applications

## Modification History

| Release   | Comments                                                                                                     |
|-----------|--------------------------------------------------------------------------------------------------------------|
| Release 1 | This version first released with ICT Information and Communications Technology Training Package Version 1.0. |

## Application

This unit describes the skills and knowledge required to select, install or upgrade basic commercial software applications.

It applies to individuals who require basic information and communications technology (ICT) skills to undertake related tasks under supervision.

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

## Unit Sector

General ICT

## 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. Determine software or software upgrade requirements | 1.1 Document client requirements and report to appropriate person<br>1.2 Act on instructions to meet client requirements, according to organisational requirements                                                                                                                                                                                             |
| 2. Obtain software or software upgrade                 | 2.1 Investigate and select a software application program that best conforms to requirements and organisational policies<br>2.2 Obtain application program under instruction from appropriate person<br>2.3 Determine licensing requirements and record, according to organisational guidelines<br>2.4 Ensure target computer conforms to the minimum hardware |

| ELEMENT                        | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                | and operating system requirements of the application program                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 3. Install or upgrade software | <p>3.1 Install new or upgraded software application program according to appropriate person or organisational instructions</p> <p>3.2 Complete the installation process efficiently and effectively to minimise disruption</p> <p>3.3 Carry out testing and acceptance, according to organisational guidelines, paying particular attention to possible effect on other systems</p> <p>3.4 Ensure client requirements are satisfied</p> <p>3.5 Refer outstanding client issues to appropriate person as necessary</p> |

## 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                    | 2.1, 2.3                    | <ul style="list-style-type: none"> <li>• Uses available literature to appropriately address requirements</li> <li>• Interprets and responds to complex text to ascertain and confirm requirements</li> </ul>                                                                                                                                                                                            |
| Writing                    | 1.1, 2.3                    | <ul style="list-style-type: none"> <li>• Records key information relevant to requirements, using basic punctuation, text and correct spelling</li> </ul>                                                                                                                                                                                                                                                |
| Oral Communication         | 1.1, 2.2, 3.1, 3.4, 3.5     | <ul style="list-style-type: none"> <li>• Uses listening and questioning techniques to confirm understanding of requirements</li> <li>• Uses clear and specific language to convey requirements</li> </ul>                                                                                                                                                                                               |
| Navigate the world of work | 2.1                         | <ul style="list-style-type: none"> <li>• Takes some personal responsibility for adherence to organisational requirements</li> </ul>                                                                                                                                                                                                                                                                     |
| Get the work done          | 1.2, 2.1, 2.2, 2.4, 3.1-3.3 | <ul style="list-style-type: none"> <li>• Follows routine procedures for using digital technology to enter, store and retrieve information directly relevant to role</li> <li>• Understands purposes, specific functions and key features of common digital systems and tools, and operates them effectively to complete routine tasks</li> <li>• Plans routine tasks with familiar goals and</li> </ul> |

|  |  |                                                                                 |
|--|--|---------------------------------------------------------------------------------|
|  |  | outcomes, taking some limited responsibility for decisions regarding sequencing |
|--|--|---------------------------------------------------------------------------------|

## Unit Mapping Information

| Code and title<br>current version       | Code and title<br>previous version       | Comments                                        | Equivalence<br>status |
|-----------------------------------------|------------------------------------------|-------------------------------------------------|-----------------------|
| ICTICT206 Install software applications | ICAICT206A Install software applications | Updated to meet Standards for Training Packages | Equivalent unit       |

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>

# Assessment Requirements for ICTICT206 Install software applications

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## Performance Evidence

Evidence of the ability to:

- install software applications through operating system instructions
- configure computer to accept new software or upgrade
- carry out testing and acceptance according to organisational guidelines.

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 a typical client business domain
- identify typical hardware storage devices
- identify typical input and output devices
- describe key licensing arrangements and responsibilities to ensure they are adhered to
- identify operating systems supported by the organisation
- describe the organisational guidelines for purchasing
- identify the installation requirements for key software application packages
- describe typical software copyright responsibilities.

## Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the general information and communications technology (ICT) industry, and include access to:

- a personal computer (PC) where software installation may be performed
- application software currently used in industry

- documents detailing organisational testing and acceptance policy and procedures.

Assessors must satisfy NVR/AQTF assessor requirements.

## **Links**

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<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>