



Australian Government

ICTICT224 Integrate commercial computing packages

Release: 1

ICTICT224 Integrate commercial computing packages

Modification History

Release	Comments
Release 1	This version first released with the Information and Communications Technology Training Package Version 8.0. Supersedes and is equivalent to ICTICT207 Integrate commercial computing packages.

Application

This unit describes the skills and knowledge required to manipulate and convert data into a secure format that can be integrated between multiple software applications contained in commercial computing packages.

The unit applies to individuals who may work in roles such as digital developers and support desk technicians and who contribute to the integration of computing packages.

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. Prepare to modify data for commercial computing packages	1.1 Confirm work brief and tasks according to organisational policies and procedures 1.2 Identify data integration, workflow and delivery requirements according to work brief 1.3 Identify data manipulation, conversion and integration constraints in consultation with required personnel 1.4 Select software and file formats according to work brief
2. Modify data and integrate computing packages	2.1 Create mail merge list for packages according to work brief 2.2 Source software application package and configuration

ELEMENT	PERFORMANCE CRITERIA
	components 2.3 Convert data file format and save according to work brief 2.4 Import and modify original software application objects according to work brief 2.5 Export modified software application objects into computing package 2.6 Document link between the original and new software application package according to work brief
3. Securely store modified data	3.1 Save data in required location according to work brief 3.2 Review modified data contained in required location and escalate any access issues to required personnel 3.3 Safely close stored data according to organisational policies and procedures 3.4 Complete workplace documentation according to organisational requirements

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Reading	Interprets and responds to texts to determine and confirm requirements
Writing	Records key information using basic punctuation and grammar
Planning and organising	Follows protocols and sequences steps involved in clearly defined and familiar tasks
Problem solving	- Identifies and responds to predictable routine issues and problems - Accesses user help documentation to rectify basic difficulties with software application packages
Technology	Follows routine procedures for using digital technology to enter, store and retrieve information

Unit Mapping Information

Supersedes and is equivalent to ICTICT207 Integrate commercial computing packages.

Links

Companion Volume Implementation Guide is found on VETNet - -

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

Assessment Requirements for ICTICT224 Integrate commercial computing packages

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- integrate data between at least two different commercial computing packages.

In the course of the above, the candidate must:

- apply required organisational policies and procedures.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- functions and features of:
 - commercial computing packages in relation to computer systems
 - computer software components in commercial computing packages
 - common data storage locations
- methods and techniques to incorporate computing packages into computer systems, including:
 - database comparisons
 - mail-merge list development technologies
 - document linking technologies
 - import and export software application objects
- types of file formats and conversion activities
- configuration instructions and techniques for computing package operations, including:
 - installation
 - workflow

- delivery
- types of software and systems supported by the organisation
- types of software application constraints
- organisational formats for documentation
- organisational policies and procedures relating to work tasks.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- a computer on which commercial computing packages can be integrated
- commercial computing packages
- opportunities for interaction with others
- work brief and organisational policies and procedures required to demonstrate the performance evidence.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

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