



Australian Government

Assessment Requirements for ICTICT448 Prepare electronic portfolios of work

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 6.0.

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:

- create at least one electronic portfolio with a minimum of three different examples of work and text.

In the course of the above, the candidate must:

- test and validate portfolio on at least two different devices and in two different browsers
- share portfolio to at least two different locations online
- save and back up portfolio to at least one location.

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:
 - websites
 - platforms
 - software
 - hardware
 - storage units
 - design specifications
- electronic portfolio options, structures, requirements and standards
- industry standard hosting platforms
- basic scripting, testing and programming techniques and languages
- common viruses and errors and remediation processes
- processes to validate electronic portfolios
- industry standards for documentation, style and professional brand techniques

- sign-off requirements applicable to electronic portfolio work
- copyright, privacy, proprietary and intellectual property laws, legislation and policy standards
- organisational style guides and procedures applicable to preparing electronic portfolios.

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:

- industry specific platforms, hardware, devices and websites
- the internet, including connectivity and different browsers
- storage devices and industry standard services.

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 Guide is found on VETNet -

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