



Australian Government

ICTICT454 Assess organisational systems using assistive technologies

Release: 1

ICTICT454 Assess organisational systems using assistive technologies

Modification History

Release	Comments
Release 1	This version first released with the Information and Communications Technology Training Package Version 8.0. Newly created unit of competency to address in-demand skills needs.

Application

This unit describes the skills and knowledge required to assess the digital capabilities of organisational systems to support accessibility for persons with disabilities, and trial recommended system improvements.

The unit applies to individuals working in a range of roles across all industries, including support technicians, user-experience researchers, inclusion officers, human resource generalists and disability access officers.

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 test capability of organisational systems using assistive technologies	1.1 Confirm work brief, tasks and in-scope organisational systems according to organisational policies and procedures 1.2 Clarify user needs and work health and safety (WHS) requirements in consultation with required personnel 1.3 Identify assistive technologies used in the organisation 1.4 Analyse vendor specifications and testing resources according to work brief 1.5 Organise test site, assistive technologies and required

ELEMENT	PERFORMANCE CRITERIA
	resources according to work brief
2. Evaluate capability of organisational systems using assistive technologies	2.1 Select quantitative and qualitative system testing methods according to organisational policies and procedures 2.2 Identify ethical considerations and any inherent biases in data collection methods 2.3 Conduct quantitative and qualitative testing on specified organisational systems according to work brief 2.4 Document quantitative and qualitative data according to organisational policies and procedures 2.5 Restore test site to pre-assessment state
3. Present assessment findings	3.1 Analyse patterns and trends in data and document insights 3.2 Evaluate areas for improvement in organisational systems using assistive technologies 3.3 Develop recommendations to improve existing organisational systems 3.4 Report on findings and recommendations according to work brief and in required format 3.5 Seek feedback on recommendations from required personnel
4. Finalise assessment documentation	4.1 Integrate recommendations feedback from required personnel 4.2 Present final recommendations to required personnel 4.3 Store assessment findings and recommendations in required location according to organisational policies and procedures

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
Oral communication	• Asks questions and actively listens to gather information • Provides information during and after assessing organisational systems using a structure and language appropriate to audience
Reading	• Interprets and critically analyses texts when assessing organisational systems
Writing	• Uses technical vocabulary, grammatical structures and appropriate terminology in organisational documents

Skill	Description
Planning and organising	- Identifies requirements for effective communication exchanges when planning channels, formats and tone for communicating - Develops plans to manage tasks with an awareness of how they may contribute to longer term operational objectives
Technology	Demonstrates an understanding of principles, concepts, language and practices associated with the digital world and uses them to understand the uses and potential of new assistive technologies

Unit Mapping Information

No equivalent unit. Newly created unit.

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 ICTICT454 Assess organisational systems using assistive technologies

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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:

- assess the capability of at least two different organisational systems using assistive technologies.

In the course of the above, the candidate must:

- apply required organisational policies and procedures, and work health and safety (WHS) legislative requirements.

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, features, and application of key assistive technology standards
- key types of assistive technologies and aids used in organisations, including:
 - augmentative communication
 - computer access aids
 - mobility aids
 - sensory aids for individuals with vision and hearing impairment
- methods to improve organisational digital capabilities to support accessibility
- key qualitative assessment methods, including:
 - interviews
 - focus groups
 - participant observation
 - case studies

- surveys
- key quantitative testing methods, including:
 - questionnaires
 - computerised analysis
 - counting and sampling
- methods to identify patterns and trends in data
- types of ethical considerations and inherent biases in data collection methods
- techniques to compare organisational systems using assistive technologies
- organisational formats for documenting findings and recommendations
- organisational policies and procedures and legislative requirements relating to work tasks, including WHS requirements.

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:

- organisational systems that may be assessed
- assistive technologies to assess accessibility capabilities of organisational systems
- opportunities for interaction with others
- work brief
- organisational policies and procedures and legislative requirements relating to work tasks, including WHS requirements.

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

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