



Australian Government

ICTICT810 Synchronise ICT projects

Release: 1

ICTICT810 Synchronise ICT projects

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 ensure that internal, and external, information and communications technology (ICT) projects fit within the strategic and economic constraints of the organisation, and deliver the expected financial benefits.

It applies to individuals who work in high-level management positions, plan and manage the implementation of sustainability strategies, and lead the analysis, implementation and management of emerging, and converging, ICT as they are integrated into the business process, to support organisational strategic goals and meet sustainability targets.

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. Evaluate project opportunities	1.1 Critically evaluate the project proposals in a strategic context 1.2 Review financial criteria to determine economic feasibility of projects 1.3 Prioritise projects to leverage financial resources
2. Monitor the project performance	2.1 Direct the project schedule and budget development 2.2 Direct the integration of the project activities 2.3 Critically evaluate project performance, using earned value

ELEMENT	PERFORMANCE CRITERIA
	techniques 2.4 Proactively manage strategic projects' risks and issues 2.5 Identify and take action to address unsatisfactory performance
3. Manage project completion activities	3.1 Direct financial completion 3.2 Establish the benefits realisation plans 3.3 Apply project lessons learned strategically

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	1.1, 1.2, 2.3, 2.5	Identifies, critically analyses and evaluates a wide range of complex organisational documentation, relevant to the projects under consideration
Writing	1.3, 2.1, 2.2, 3.2, 3.3	Selects a formal document structure and uses technical terminology, the correct spelling and grammar, and a high degree of accuracy, to develop project schedules, plans and financial reports
Oral Communication	2.1, 2.2, 2.3, 2.4, 2.5, 3.1, 3.2, 3.3	- Uses effective listening and probing, open questioning techniques to elicit information - Articulates requirements and strategies clearly, in a courteous manner, using appropriate pitch, tone, body language and reflective responses
Numeracy	1.1, 1.2, 1.3, 2.1, 2.2, 3.3, 2.5, 3.1, 3.2	Uses a range of statistical, mathematical and financial calculations, formulae and functions, together with the appropriate software tools, to determine the economic feasibility, earned value, and the benefit realisation plan, of projects
Get the work done	1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5, 3.2, 3.3	- Develops plans for complex high-impact activities with strategic implications - Takes responsibility for high-impact decisions in complex situations, involving many variables and constraints - Reflects on the application of key principles in a particular context, the appropriateness and

		effectiveness of different sources of information, and problem-solving processes, for that context and the implications for future situations • Explores ideas that have the potential to lead to radical departures from the current situation • Considers the strategic and operational potential of digital trends, to achieve work goals, enhance work processes, create opportunities, pose threats, and enhance or reduce risks
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Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICTICT810 Synchronise ICT projects	ICAICT710A Synchronise IT projects	Updated to meet Standards for Training Packages. Minor edit to title. Recoded and minor changes to Performance Criteria to meet AQF requirements.	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 ICTICT810 Synchronise ICT projects

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Performance Evidence

Evidence of the ability to:

- select the project opportunities that align with the organisational strategic and financial goals
- review and validate, high priority projects to be undertaken based on the trade-offs between benefits, risks and scarce financial resources
- develop the schedule and budget for selected projects, to enable ongoing earned value performance measurement
- review project performance and initiate appropriate corrective actions and audit activity, where necessary
- establish and monitor, an agreed project benefits realisation plan.

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:

- outline appropriate cost management and estimating methodologies, techniques and tools, their capabilities and limitations, applicability and outcomes
- discuss business and commercial issues
- discuss cost schedule control systems
- outline the processes of delegation and the management of responsibilities for cost management
- discuss the differences in work content, risk, processes, tools and techniques that apply in the various phases of recurring project life cycles, within a volatile program environment
- explain the direction of project development and the management of program budgets
- outline human resource management policies
- discuss how to apply the principles and techniques relating to:
 - negotiation

- risk management, including risk sharing and transfer
- outline the organisational guidance and attitudes to cost management
- outline organisational procurement guidelines
- outline organisational policies, including project governance policies
- discuss the principles of program project-cost management and its application
- discuss project management systems, tools and techniques
- outline the project specifications and objectives
- outline the public relations policies and strategies
- discuss the relationship of cost, time and resources, to the project management framework
- describe the political climate and the organisation's culture
- discuss the use of the budget as a control mechanism.

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:

- relevant strategic level enterprise documentation, including:
 - planning
 - financial
 - ICT infrastructure
- organisational policies.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

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