



Australian Government

ICTPMG604 Manage ICT project delivery

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 1.0.

Application

This unit describes the skills and knowledge required to manage the creation and delivery of the products of an information and communications technology (ICT) project within small, medium or large organisations.

It applies to individuals who are required to manage teams and apply high-level project management, business and technical skills necessary to ensure that the project delivered is consistent with system requirements and agreed design.

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

Unit Sector

Project management

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. Manage systems analysis and design	1.1 Apply systems thinking to project design 1.2 Model ICT process and systems according to specifications 1.3 Re-engineer business processes 1.4 Control ICT systems development 1.5 Review ICT architecture 1.6 Manage the design and integration of the system
2. Facilitate project-related workshops	2.1 Apply facilitation techniques 2.2 Apply problem-solving techniques

ELEMENT	PERFORMANCE CRITERIA
	2.3 Facilitate requirements gathering 2.4 Facilitate ICT design workshops
3. Manage ICT project team performance	3.1 Establish a project team performance framework 3.2 Measure team member performance 3.3 Manage the technical staff performance 3.4 Manage project team dissolution
4. Manage the project delivery cycle	4.1 Delegate project work to project team members 4.2 Review and report status of project 4.3 Assess progress and update plans 4.4 Assess the quality of deliverables and rectify where required 4.5 Control project issues and take corrective action 4.6 Update project control documents

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	1.5, 2.3, 2.4, 4.2-4.5	Interprets and analyses models, diagrams and specifications for appropriate inclusion into the project requirements, plans and methodologies
Writing	1.2, 2.3, 3.1, 4.1-4.3, 4.6	- Uses technically specific language in developing design solutions for communication to project-team members and technical staff - Articulates researched information and presents this in a clear, concise sequential and grammatically-correct manner, and in a writing style that is appropriate to the audience
Oral Communication	1.2, 1.6, 2.1, 2.3, 2.4, 3.1-3.4, 4.1-4.5	- Uses appropriate language and style when presenting complex ideas to all stakeholders to ensure that project requirements are understood - Facilitates successful discussions by employing effective listening, questioning and summarising skills to ensure that the audience fully understands

		the proceedings
Interact with others	2.1-2.4, 3.1-3.4, 4.1	• Shares knowledge, experience, information and resources with others as an integral part of work relationships when facilitating design workshops • Plays a lead role in situations requiring effective collaboration, demonstrating high-level influencing skills, focusing and shaping awareness, and engaging and motivating others
Get the work done	All	• Sequences and schedules complex activities, monitors implementation and manages relevant communication • Uses systematic, analytical processes in complex, non-routine situations, setting goals, gathering relevant information, and identifying and evaluating options against agreed criteria • May use formal analytical and lateral thinking techniques for identifying issues, generating and evaluating possible solutions

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICTPMG604 Manage ICT project delivery	ICAPMG604A Manage IT project delivery	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 ICTPMG604 Manage ICT project delivery

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Performance Evidence

Evidence of the ability to:

- analyse and design the system
- facilitate workshops for design development
- manage the project team performance
- manage the project delivery cycle.

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 the formal management methodology, including project management roles and responsibilities
- identify the problem-solving tools and techniques
- identify and describe information and communications technology (ICT) process models and their application
- explain the key requirements of ICT design
- outline the business processes applicable to the project.

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 ICT project management field of work and include access to:

- industry software packages
- an organisation's identified problem, opportunity or unfulfilled legislative need.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

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