



Australian Government

Assessment Requirements for ICTSAD602 Conduct knowledge audits

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.

Performance Evidence

Evidence of the ability to:

- document the identified explicit and implicit knowledge in an organisation
- establish and record the knowledge required to meet current needs
- establish and record the forecast knowledge required to meet future needs.

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:

- explain how the organisation's business, policies, procedures and structure influence corporate knowledge
- describe the difference between implicit and explicit knowledge
- analyse and identify concepts of risk management planning and processes
- explain the requirements for the design and development of questionnaires and the procedures for analysis of completed questionnaires
- explain the reporting mechanisms that influence a knowledge audit
- describe the key tools and models of project management.

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 systems analysis and design field of work, and include access to:

- an organisation
- data sources and staff

- relevant tools, equipment and materials
- relevant industry software.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

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