



Australian Government

ICTSAD610 Analyse stakeholder requirements

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.

Application

This unit describes the skills and knowledge required to analyse stated requirements, determine potential solutions, and define features available to meet stakeholder ICT needs.

This unit applies to individuals who require high-level management, business and technical skills necessary to manage complex analysis efforts within the information and communications technology (ICT) industry, often as part of business-critical ICT projects.

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

Unit Sector

Systems analysis and design

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. Identify and organise requirements	1.1 Determine basis for prioritisation of requirements 1.2 Resolve challenges in facilitating prioritisation according to organisational requirements 1.3 Obtain and articulate stakeholder requirements according to organisational policies and guidelines 1.4 Prioritise stakeholder requirements according to established procedures 1.5 Discuss potential solutions to address stakeholder needs with required personnel 1.6 Develop models required in describing solution scope according to informational needs of stakeholders 1.7 Document dependencies and inter-relationships among

ELEMENT	PERFORMANCE CRITERIA
	requirements
2. Specify and model requirements	2.1 Develop and document textual requirements according to organisational requirements 2.2 Generate matrices, and convey and support identified requirements 2.3 Create models and communicate requirements and improvement opportunities to required personnel
3. Define assumptions and constraints	3.1 Agree on assumptions to be defined and clarified according to requirements 3.2 Document and examine business constraints and identify options no longer available 3.3 Identify and examine technical constraints which may restrict design or mandate standards to be followed
4. Verify and validate requirements	4.1 Discuss and establish characteristics of requirements' quality 4.2 Undertake verification activities iteratively throughout requirements analysis process 4.3 Identify risks and threats arising from stakeholder requirements, and manage them accordingly 4.4 Identify and define stakeholder requirement benefit assumptions and manage associated risks 4.5 Create measurable evaluation criteria and assess requirements benefit post implementation 4.6 Assign business value of requirements and identify candidates for elimination 4.7 Determine requirement dependencies for benefits realisation 4.8 Evaluate alignment with business case and opportunity cost 4.9 Document and record research and findings applicable to stakeholder requirements

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
Numeracy	Performs mathematical calculations and interprets and manipulates complex numerical information
Oral communication	- Presents complex information in formal situations, using required language, tone and pace applicable to audience and purpose - Uses a variety of communication tools, processes and strategies in building and maintaining working relationships
Reading	Critically analyses complex documentation from a variety of sources and consolidates information applicable to specific criteria when determining requirements
Writing	- Prepares documentation expressing ideas, exploring complex issues using succinct language and logical structure - Documents outcomes and changes to discussions, using industry terminology
Initiative and enterprise	Explores and incubates new and innovative ideas through unconstrained analysis and critical thinking when developing and improving organisation's goals
Planning and organising	Plans strategic priorities and outcomes within a flexible, efficient and effective context in a diverse environment exposed to competing demands
Problem solving	Identifies key factors impacting decisions and their outcomes, drawing on experience, competing priorities, and decision-making strategies where required
Self-management	- Develops and implements strategies and confirms organisational policies, procedures and regulatory requirements are being met - Gathers and analyses data and seeks feedback

Unit Mapping Information

Supersedes and is equivalent to ICTSAD606 Analyse stakeholder requirements.

Links

Companion Volume Implementation Guide is found on VETNet -

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