



**Australian Government**

# **ICTSAS403 Review site environmental factors prior to ICT system implementation**

**Release: 1**

# ICTSAS403 Review site environmental factors prior to ICT system implementation

## 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 review, identify and assess the impact of site environmental factors prior to commencing information and communications technology (ICT) system installation.

It applies to individuals who use specialised knowledge and a systematic approach to assess a physical site to determine its suitability for system installation.

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

## Unit Sector

Systems administration and support

## 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. Plan work area                                | 1.1 Obtain technical and environmental system requirements for equipment to be installed and document site requirements, including work health and safety (WHS) site specific requirements<br>1.2 Consider and take action on requirements associated with equipment against installation requirements<br>1.3 Conduct on-site inspection and audit against site specifications<br>1.4 Formulate preliminary recommendations for site and assess impact on system installation schedule<br>1.5 Prepare preliminary report specifying recommended changes to the site to meet requirements and submit report to appropriate |

| ELEMENT                     | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             | person for approval                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2. Evaluate environment     | <p>2.1 Organise appropriate support staff to facilitate successful installation</p> <p>2.2 Install cabling and other environmental equipment to required technical and industry standards</p> <p>2.3 Manage hardware installation to ensure WHS standards for hardware installation are adhered to</p> <p>2.4 Review and test hardware and software to ensure system meets client business requirements and system objectives</p> |
| 3. Document recommendations | <p>3.1 Prepare final report documenting findings and issues relating to site requirements and preparation</p> <p>3.2 Submit final recommendations to appropriate person for approval</p>                                                                                                                                                                                                                                          |

## 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, 1.3             | <ul style="list-style-type: none"> <li>Interprets and analyses complex technical and non-technical information and data from a range of sources to determine requirements and complete necessary actions</li> </ul> |
| Writing                    | 1.1, 1.4, 1.5, 3.1   | <ul style="list-style-type: none"> <li>Accurately records a range of technical information and uses clear language and documentation formats to convey findings</li> </ul>                                          |
| Oral Communication         | 1.5, 2.2, 3.2        | <ul style="list-style-type: none"> <li>Uses active questioning and listening techniques to confirm understanding and convey information to team members and clients</li> </ul>                                      |
| Numeracy                   | 1.1, 1.3, 1.4, 3.1   | <ul style="list-style-type: none"> <li>Uses mathematical equations to calculate and compare numerical data against technical requirements and to determine required actions</li> </ul>                              |
| Navigate the world of work | 1.1, 1.2, 2.3        | <ul style="list-style-type: none"> <li>Takes personal responsibility for establishing and complying with legislative requirements</li> </ul>                                                                        |
| Interact with              | 1.5, 2.2, 3.2        | <ul style="list-style-type: none"> <li>Selects and uses appropriate conventions and protocols</li> </ul>                                                                                                            |

|                   |                       |                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| others            |                       | when communicating with co-workers and others in a range of work contexts                                                                                                                                                                                                                                                                                                                                                     |
| Get the work done | 1.2-1.4, 2.1-2.4, 3.2 | <ul style="list-style-type: none"> <li>• Takes responsibility for planning, sequencing and prioritising tasks and own workload for efficiency and effective outcomes</li> <li>• Uses formal analytical thinking techniques for identifying issues and generating possible solutions, seeking input from others as required</li> <li>• Uses the main features and functions of digital tools to complete work tasks</li> </ul> |

## Unit Mapping Information

| Code and title<br>current<br>version                                                          | Code and title<br>previous<br>version                                                         | Comments                                                                                           | Equivalence<br>status |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|-----------------------|
| ICTSAS403<br>Review site<br>environmental<br>factors prior to<br>ICT system<br>implementation | ICASAS403A<br>Review site<br>environmental<br>factors prior to<br>IT system<br>implementation | <p>Updated to meet Standards for Training Packages.</p> <p>Minor edit to the competency title.</p> | Equivalent unit       |

## Links

Companion Volume implementation guides are found in VETNet -

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