



Australian Government

ICTSUS604 Prepare business cases for sustainability and competitive advantage in ICT projects

Release: 1

ICTSUS604 Prepare business cases for sustainability and competitive advantage in ICT projects

Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 7.0.

Application

This unit describes the skills and knowledge required to seek business advantages by developing sustainable solutions in information and communications technology (ICT) project plans.

It applies to individuals who prepare planning, cost-benefit analysis and return on investment (ROI) for the implementation of sustainable schemes at the enterprise level and who work with high-level specialist training skills and knowledge in IT networks using internet protocol (IP) systems.

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

Unit Sector

Telecommunications – sustainability

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. Prepare information for establishing business case in ICT projects	1.1 Determine scope of ICT project with relevant personnel and identify potential for integration of sustainability and competitive advantage 1.2 Identify reputable sources of information required to prepare business case 1.3 Evaluate goals of project and confirm that the business case complies with organisational goals 1.4 Plan and validate project goals in consultation with required personnel and identify and report risks and constraints that will

ELEMENT	PERFORMANCE CRITERIA
	impact project 1.5 Identify available guidelines, principles and tools and techniques of sustainability management required in the ICT industry
2. Produce business case for ICT projects	2.1 Determine strategy and critical factors required to implement sustainability and gain competitive advantage 2.2 Prepare a cost-benefit analysis and a sustainability report that estimates overall sustainability and level of competitive advantage 2.3 Estimate project expenditure and ROI according to organisational procedures 2.4 Evaluate alternative options to determine benefits, disadvantages, costs and risks of project
3. Produce business case documentation for ICT projects	3.1 Validate recommended options with required personnel 3.2 Prepare implementation plan for recommended project options 3.3 Produce executive summary of proposal and outline consequences of not implementing planned sustainability activities

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	Uses mathematical formulae to analyse and confirm capacity requirements and to plan budgetary and workforce needs
Oral communication	- Articulates and validates policy and strategy benefits for project requirements using specific language suitable for different audiences to convey requirements - Uses listening and questioning techniques to confirm knowledge
Reading	Analyses complex textual information to determine technical solutions and to evaluate the benefits of improving or introducing sustainability
Writing	Prepares a business case for diverse audiences using precise language and specialised terminology to convey knowledge of outcomes and alternatives, technical requirements and procedures
Planning and organising	- Develops plans to manage relatively complex, non-routine tasks, is aware of operational and strategic goals and takes responsibility for own workload - Systematically gathers and analyses all required information, evaluates options and uses analytical processes to make informed

SKILL	DESCRIPTION
	decisions on a course of action when in between options Identifies key principles and concepts underpinning the design and operation of digital systems and tools, and applies these when seeking to identify the potential of new technology
Self-management	Recognises and responds to both explicit and implicit organisational procedures and protocols

Unit Mapping Information

Supersedes and is equivalent to ICTSUS602 Establish a business case for sustainability and competitive advantage in ICT projects.

Links

Companion Volume Implementation Guide is found on VETNet -

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

Assessment Requirements for ICTSUS604 Prepare business cases for sustainability and competitive advantage in ICT projects

Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 7.0.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- prepare at least two business cases, outlining methods to create sustainability and competitive advantage in at least two information and communications technology (ICT) projects.

In the course of the above, the candidate must:

- demonstrate measurable improvements of businesses through implementation of chosen strategies
- communicate with stakeholders on approaches to improve sustainability, development and implementation, and contribute to dispute resolution among stakeholders
- use software systems to record and file documentation, measure usage, and interpret visual data and information
- identify improvements and benchmarks against industry best practice
- review and improve sustainability policies.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- required legislation, codes, company work practices, regulations and standards, work health and safety (WHS) requirements for scoped work
- principles, practices and available tools and techniques of sustainability management required in the ICT industry
- best practice approaches required to create sustainable ICT strategies
- features of reputable information sources
- functions and features of cost-benefit analyses and sustainability reports
- methods to calculate and estimate the following project aspects:

- return on investment (ROI)
- project expenditure
- costs
- benefits and risks
- features of implementation plans and executive summaries
- organisational quality assurance systems
- ICT power consumption calculation methods
- energy audit methodology and calculations
- environmental impacts of products, processes, systems and services.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- required legislation, standards, guidelines, reports, and equipment specifications and drawings
- workplace documentation and personnel information and resources, compliance obligations, organisational plans and work responsibilities.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume Implementation Guide is found on VETNet -

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