



Australian Government

ICTTEN308 Maintain an electronic system

Release: 1

ICTTEN308 Maintain an electronic system

Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 2.0.

Application

This unit describes the skills and knowledge required to inspect critical aspects of electronic systems, and replace and dispose of items confirming performance is within specification and operating levels are normal.

It applies to individuals working as technicians on site and from remote locations. This work does not include the major servicing of equipment or repair due to breakdowns.

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

Unit Sector

Telecommunications – Telecommunications Networks Engineering

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 to maintain system	1.1 Consult with customer or property owner to arrange site access if required 1.2 Plan schedule of routine preventive maintenance for electronic system based on recommended maintenance periods from manufacturer's handbooks and specifications 1.3 Report to appropriate person the impact of proposed maintenance activities on customer's service delivery 1.4 Confirm equipment is accessible and correctly set up for on-site preventive maintenance activities and for remote interrogation if required

ELEMENT	PERFORMANCE CRITERIA
	1.5 Confirm alarms are functioning according to manufacturer's specifications and enterprise guidelines 1.6 Take corrective action if anomalies or faults are detected, according to enterprise guidelines and manufacturer's specifications
2. Undertake preventive maintenance routines on site and remotely	2.1 Conduct preventive maintenance according to planned schedule 2.2 Report to appropriate person any instances where maintenance activities cannot be fully met or where there are identified defects outside the planned schedule 2.3 Verify equipment is functioning against expected operational parameters to confirm operational status 2.4 Take corrective action if faults are detected, according to enterprise guidelines and manufacturer's specifications 2.5 Escalate to next level of support when required, where preventive maintenance activity falls outside own level of expertise 2.6 Dispose of on-site waste materials according to safe working practices and approved procedures
3. Make recommendations and update records	3.1 Record results of routine tests and make recommendations 3.2 Store records according to enterprise guidelines

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	1.2, 1.5, 2.4, 3.2	Recognises and interprets technical documentation such as equipment manuals and specifications
Writing	1.1, 1.3, 2.2, 3.1	Uses clear, specific and industry related terminology to develop network documentation, update workplace records, and in written communications with customers
Oral Communication	1.1, 1.3, 2.2	- Participates in verbal exchanges about technical and operational requirements using specific and relevant language - Uses listening and questioning techniques to confirm understanding

Numeracy	2.3	Evaluates and reviews technical data to calculate measurements and adjustments to equipment
Navigate the world of work	2.6	Takes personal responsibility for following explicit and implicit policies, procedures and legislative requirements
Interact with others	1.1, 1.3, 2.2	Selects and uses appropriate conventions and protocols when communicating with customers and co-workers in a range of work contexts
Get the work done	1.2, 1.4-1.6, 2.1, 2.3-2.5, 3.2	- Determines job priorities and works logically and systematically to undertake clearly defined and familiar tasks and organise necessary equipment and resources - May seek assistance from more experienced colleagues as required - Implements actions according to a predetermined plan, making slight adjustments if necessary and addressing some unexpected issues - Takes responsibility for routine decision-making by selecting from a range of predetermined options in routine situations, identifying and taking some situational factors into account - Initiates standard procedures when responding to familiar problems within immediate context - Understands purposes and specific functions of common digital systems and uses them effectively to complete routine tasks

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICTTEN308 Maintain an electronic system	ICTTEN3104A Maintain an electronic system	Updated to meet Standards for Training Packages.	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>