



Australian Government

ICTWEB509 Use site server tools for transaction management

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.

Application

This unit describes the skills and knowledge required to use site server tools to build, host, track, and monitor transactions on an e-business site.

It applies to individuals who work in a web environment and who are responsible for using site server tools to maintain the integrity of an e-business site, and have a detailed technical knowledge, and highly-developed analysis and interpretation skills.

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

Unit Sector

Web

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. Confirm and document the task requirements	1.1 Confirm task requirements, features and functionality of the site with the client, as required 1.2 Confirm the platform or software related to the business systems 1.3 Confirm the integration requirements of site with client 1.4 Confirm standards relevant to the task and the site functionality 1.5 Document the current and proposed configuration 1.6 Document and validate client task requirements, performance criteria and scope of work with the client

ELEMENT	PERFORMANCE CRITERIA
	1.7 Confirm the available resources and budget with the client
2. Select the tools	2.1 Identify relevant site server tools with reference to requirements 2.2 Review and evaluate the tools with reference to the task requirements and the required site functionality 2.3 Load and configure the server tools according to the vendor guidelines and client requirements 2.4 Use server tools to test the equipment
3. Use the tools	3.1 Use server tools to maintain or update relevant functionality 3.2 Coordinate and implement the procedures 3.3 Use server tools, according to the vendor guidelines to achieve the relevant task requirements
4. Review the server tools and task requirements	4.1 Monitor, analyse and evaluate the organisational procedures 4.2 Review the site server configuration related to client task requirements and make adjustments to the configuration 4.3 Review the server tools, according to the client task requirements 4.4 Use site-analysis software to validate server outcomes 4.5 Create and use reports, and other documentation, for the purposes of record keeping and auditing

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, 1.4, 2.1, 2.2, 2.3, 3.2, 3.3, 4.1, 4.2, 4.3	Critically analyses complex documentation from a variety of sources, and consolidates information, relating to specific criteria to determine the requirements
Writing	1.1, 1.3, 1.5, 1.6, 1.7, 3.1, 4.2, 4.5	Develops clear and well-organised reports and related workplace documentation, and correspondence, for specific audiences, using the appropriate language to convey explicit information

Oral Communication	1.1, 1.3, 1.6, 1.7	Articulates complex information clearly, using specific and relevant language suitable to the audience, to convey requirements, and uses listening and questioning techniques to confirm understanding
Numeracy	1.7	Accommodates business requirements by interpreting budgetary constraints, and undertakes mathematical calculations with reference to the available resources
Navigate the world of work	1.4, 3.2, 4.1	- Takes full responsibility for following policies, procedures, legislative requirements and industry standards - Modifies or develops organisational policies and procedures, to comply with industry standards and organisation goals
Interact with others	1.1, 1.3, 1.6, 1.7, 3.2, 4.3	- Selects, implements and seeks to improve protocols governing communications, to clients and co-workers, in a range of work contexts - Collaborates with others, sharing information in order to build strong relationships
Get the work done	1.1-1.4, 1.6, 2.1-2.4, 3.1-3.3, 4.1, 4.2, 4.4	- Accepts responsibility for planning and sequencing complex tasks and workload, negotiating key aspects with others, taking into account capabilities, efficiencies and effectiveness - Monitors progress of plans and schedules, and reviews, and changes them, to meet new demands and priorities - Applies systematic and analytical decision-making processes, for complex and non-routine situations - Uses and investigates new digital technologies and applications, to manage and manipulate data, and to communicate effectively with others, in a secure and stable digital environment

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICTWEB509 Use site server tools for transaction management	ICAWEB509A Use site server tools for transaction management	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>