

## Unit details

Unit Code: ICTICT417

Unit name: Identify, evaluate and apply current industry-specific technologies to meet industry standards

Unit purpose	<p>This unit describes the skills and knowledge required to identify, evaluate and apply industry specific technologies to ensure that the quality of the entire business process is maintained to the highest possible level.</p> <p>It applies to individuals who support information and communications technology (ICT) activities in the workplace across a wide range of ICT areas, including technical support, network administration, programming, testing, web technologies, software applications and digital media technologies.</p>
Elements and performance criteria	<p>For further information about this unit go to: <a href="https://training.gov.au/Training/Details/ICTICT417">https://training.gov.au/Training/Details/ICTICT417</a></p>
Unit outcome	<p>This unit is not graded. Your result will be recorded as:</p> <ul style="list-style-type: none"><li>o achieved competence (AC) or not competent (NC)</li></ul>
Pre-requisite / Co-requisite units	Nil

## Assessment plan

To demonstrate competence in this unit, you must successfully complete each of the following assessment events:

1. Event 1	Report - Identify and evaluate a technology
2. Event 2	Portfolio - Apply and review a technology

# Unit Assessment Guide

## Assessment conditions



Submission dates	Submission of assessment events are flexible to your own personal needs. You should discuss a timeline with your facilitator in order to determine suitable dates to submit each assessment event for marking.
Submission instructions	<p>Your assessment events must be submitted online via the TAFEnow website.</p> <ul style="list-style-type: none"> <li>○ Complete each of your assessment events and save your files with the event name and your own name – for example: Event1_john_smith.</li> <li>○ Upload your assessment event files and any other additional attachments to the space provided in the TAFEnow online learning platform.</li> </ul>
Student is required to provide materials and equipment	<p>To complete this assessment, you will need to provide:</p> <ul style="list-style-type: none"> <li>○ A personal computer with internet access</li> </ul>
TAFEnow is required to provide material and equipment	Nil
Additional resources	Nil
Facilitator support and supervision	There is no facilitator supervision required for these assessment events. If you are unclear about any aspect of the assessment please contact your facilitator for guidance.
Student collaboration	Student collaboration is not permitted.
Assessment attempts	You have two attempts on each event.
General information	<p>For general information relating to assessment procedures at TAFEnow refer to</p> <p><a href="http://tafenow.com.au/aboutassessment">http://tafenow.com.au/aboutassessment</a></p>
Facilitator information	<p>(Facilitator information only)</p> <p>For Facilitator procedures refer to the TAFEnow Facilitator Space at</p> <p><a href="http://tafenow.com.au/teacher-resources">http://tafenow.com.au/teacher-resources</a></p>

## Assessment events

### Assessment event 1 – Report – Identify and evaluate a technology

This event requires you to submit a report that demonstrates identify and evaluate industry specific technologies.

Your report must address the items on this [task list](#).

These items must address the criteria as listed in **Table 1**.

### Marking criteria

**Table 1**

You must meet the below criteria in order to successfully complete this assessment event.

1. Evaluation Report	<p>Provide a word processed document that addresses the requirements as detailed in the <a href="#">task list</a>.</p> <p>The document must include:</p> <ul style="list-style-type: none"><li>a. identification of an appropriate technology as outlined in the <a href="#">Requirements Statement</a></li><li>b. evidence that appropriate research was undertaken using a variety of sources</li><li>c. evidence that the technology has been acquired (e.g. a receipt, screenshot or screencast of you making the acquisition)</li></ul> <p>Tip: Information on creating a screencast is included in the Additional Resources on the Learning content and activities tab for the unit.</p>
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# Unit Assessment Guide



## Assessment event 2 – Portfolio – Apply and review a technology

This event should not be completed until feedback has been received on event 1 of this assessment.

This event requires you to submit a portfolio of evidence that demonstrates your ability to apply industry specific technology to solve problems and evaluate its effectiveness.

Your portfolio must address both parts in the task requirements and you must submit the following items:

1. Test Plan
2. Screenshots
3. Implementation Plan
4. Installation Test Plan
5. Product Documentation
6. Company Memo
7. Post Implementation Evaluation Report
8. Environmental Impact Report
9. User Feedback Questionnaire

## Marking criteria

Table 2

You must meet the below criteria in order to successfully complete this assessment event.	
1. Test Plan	Provide a word processed document that addresses the requirements as detailed in <a href="#">task list Part 1</a> that is: <ol style="list-style-type: none"><li>a. a professionally formatted Test Plan</li><li>b. relevant tests for the selected product, specifically addressing pass criteria</li></ol>
2. Screenshots	Provide a minimum of three (3) screenshots that show the tests being performed according to the test plan.
3. Implementation Plan	Provide a word processed document that addresses the requirements as detailed in <a href="#">task list Part 1</a> that is: <ol style="list-style-type: none"><li>a. a professionally formatted Implementation Plan</li><li>b. implementation tasks that are appropriate for the selected product</li></ol>

You must meet the below criteria in order to successfully complete this assessment event.

4. Installation Plan	<p>Provide a word processed document that addresses the requirements as detailed in <a href="#">task list Part 1</a> that is:</p> <ol style="list-style-type: none"> <li>a professionally formatted Installation Test Plan</li> <li>appropriate content given the selected product</li> </ol>
5. Product Documentation	<p>Provide evidence that product documentation (e.g. a user guide) has been sourced. This may be either of the following:</p> <ul style="list-style-type: none"> <li>a copy of product documentation; OR</li> <li>a URL link to product documents for the selected product along with a screen image showing the document you accessed from the URL.</li> </ul>
6. Company Memo	<p>Submit a company-wide memo announcing the new technology as detailed in <a href="#">task list Part 1</a>. The memo must be:</p> <ol style="list-style-type: none"> <li>professionally formatted as a memorandum</li> <li>appropriate for distribution to a range of staff at different levels within the company</li> </ol>
7. Post Implementation Evaluation Report	<p>Provide a word processed report as per requirements as detailed in <a href="#">task list Part 2</a> that:</p> <ol style="list-style-type: none"> <li>is suitably presented for distribution to internal management</li> <li>includes specific detail of the data collected</li> <li>provides an analysis of the data, as relevant given the product selected</li> </ol>
8. Environmental Impact Report	<p>Provide a word processed Environmental Impact Report as detailed in <a href="#">task list Part 2</a> that is:</p> <ol style="list-style-type: none"> <li>professionally formatted</li> <li>relevant given the fictitious organisation you selected</li> </ol>
9. User Feedback Questionnaire	<p>Provide a word processed User Feedback Questionnaire as detailed in <a href="#">task list Part 2</a> that is:</p> <ol style="list-style-type: none"> <li>suitable for use in capturing feedback from users of the technology following the implementation</li> <li>inclusive of a minimum of eight (8) relevant questions</li> <li>largely able to be assessed quantitatively</li> </ol>