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| 1. Instruction to learner
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| This assessment is used to assess your existing knowledge and skills, current competencies, work experiences and learning experiences relevant to Information Technology work.Our admissions officers will use this information to ensure you will have access to any and all support you may require to complete your course successfully, and maximise the outcomes and benefits from the training in relation to your professional development and career objectives.Specifically, this assessment will determine or assist in determining the following:* your eligibility for Recognition of Prior Learning (RPL) Assessment
* your eligibility for Credit Transfer
* gap training and assessment that may be required

*\*NOTE: Gap training and assessment are only offered for units included in Australian Polytechnic Institute’s course syllabus.*  |
| 1. Instruction to assessor
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| 1. This assessment is not required where learners indicate that they do not have any relevant prior knowledge, skill and/or experience.
2. This assessment is required where the learner
	1. Ticked RPL and/or Credit Transfer on the Enrolment Form, or
	2. Indicated verbally or inwriting that they wish to apply for RPL, or
	3. Indicated verbally or in writing that they wish to find out if they qualify for RPL
3. For the learner to be considered eligible, the learner must confirm that:
	1. They have at least 1-year recent and continuous working experience in Program Management.
	2. The roles and responsibilities in their work experience directly relate to the outlined course outcomes
	3. They will be able to provide verifiable evidence of their work experience
4. Adjust the learner’s Training Plan based on the outcome of this eligibility assessment.
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| 1. Candidate Information
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| Name of Candidate: | Click here to enter text. |  |
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| Contact Details:  | 🕿 Click here to enter text.🖂 Click here to enter text. |  |
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| 1. Competency Assessment
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| This section summarises your self-assessment of your existing skills and experiences relevant to the requirements of the units of competency included in this qualification. Please answer this section as truthfully as you can, to ensure we can provide you with the most optimal learning experience suitable to your needs and objectives.Use the following scale to rate your skill level:0 – No prior relevant learning or work experience1 – Knowledgeable2 – Experienced 3 – With prior equivalent learning (for credit transfer)Provide details of where, how, and when and for how long you applied or practiced your relevant knowledge, skills or experience. Where you indicated 1, 2 or 3 in your skill rating, indicate what evidence documents you will be able to provide to demonstrate your relevant skills/experience. |

| **Skill / Experience** | **0** | **1** | **2** | **3** | **Please describe**  | **Assessor Use Only** |
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|  |  |  |  |  |  | **T** | **A** | **RPL** | **CT** |  |
| 1. **BSBXCS402 Promote workplace cyber security awareness and best practices**
* Developing cyber security awareness in work
* Supporting effective cyber security practices in work area
* Reviewing cyber security awareness in work area
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| 1. **ICTICT532** **Apply IP, ethics and privacy in ICT environments**
* Establishing organisational IP requirements
* Reviewing and determining organisational IP, ethics and privacy policies
* Contributing to privacy policy
* Maintaining ethics code
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| 1. **ICTICT517** **Match ICT needs with the strategic direction of the organisation**
* Evaluating current strategic plan and propose changes
* Evaluating effect of changes
* Planning implementation of changes
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| 1. **ICTNWK529**  **Install and manage complex ICT networks**
* Planning and designing a complex network to meet business requirements
* Designing and implementing a security strategy
* Installing and configuring a complex network to meet business requirements
* Providing integrated network services across a complex network
* Planning, designing and implementing voice and video business communications system
* Managing and supporting a complex network
* Testing network functionality and obtaining sign-off
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| 1. **ICTCYS601 Create cyber security standards for organisations**
* Determining cyber security needs
* Creating standards framework
* Implementing cyber security standards
* Finalising and monitoring cyber security standards
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| 1. **ICTNWK540** **Design, build and test network servers**
* Planning and designing network servers
* Preparing for network server installation
* Building and configuring servers
* Testing and reconfiguring network servers
* Completing and documenting network design and installation process
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| 1. **ICTNWK546 Manage network security**
* Planning security design process
* Identifying threats to network security
* Analysing security risks
* Creating a security design
* Designing security incidents response
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| 1. **ICTCYS610 Protect critical infrastructure for organisations**
* Researching critical infrastructure need for an organisation
* Developing protection strategy
* Implementing protection strategy
* Testing implementation outcomes
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| 1. **ICTCYS613 Utilise design methodologies for security architecture**
* Preparing to design security infrastructure
* Designing security architecture
* Finalising security architecture
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| 1. **ICTNWK423** **Manage network and data integrity**
* Assessing organisational network and security policies
* Auditing system assets
* Protecting assets from threats
* Developing a backup solution
* Monitoring network performance
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| 1. **ICTNWK537** **Implement secure encryption technologies**
* Determining encryption methods
* Carrying out encryption
* Finalising encryption technologies
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| 1. **ICTNWK538 Install and maintain valid authentication processes**
* Evaluating authentication requirements
* Configuring authentication system
* Applying authentication methods
* Monitoring authentication system
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| 1. **BSBCRT512** **Originate and develop concept**
* Scoping issue
* Generating and presenting solutions
* Refining solutions for implementation
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| 1. **ICTCYS407 Gather, analyse and interpret threat data**
* Gathering threat data
* Analysing threat data
* Interpreting and finalising threat data
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| 1. **ICTNWK559 Install**  **an enterprise virtual computing environment**
* Determining enterprise virtual computing requirements
* Analysing the virtualisation host software
* Evaluating system requirements
* Planning and installing the virtualisation host software
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| 1. **ICTNWK557 Configure and manage advanced virtual computing environments**
* Configuring and managing core virtual networks
* Configuring and managing core infrastructure storage and services
* Securing virtual environment
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| 1. **ICTNWK431 Create network documentation**
* Determining network documentation requirements
* Designing network diagrams and checklists
* Producing network documentation
* Completing network documentation
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| 1. **ICTSAS527 Manage client problems**
* Determining and reviewing client support and resolution requirements
* Developing and implementing client support and resolution requirements
* Evaluating client support and resolution requirements
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| 1. **BSBXTW401 Lead and facilitate a team**
* Planning team outcomes
* Coordinating team and individuals
* Supporting team
* Monitoring team performance
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| 1. **ICTSAS524 Develop, implement and evaluate an incident response plan**
* Prepare to develop an incident response plan
* Developing the incident response plan
* Implementing the incident response plan
* Evaluating incident response plans
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| 1. **ICTSAS526 Review and update disaster recovery and contingency plans**
* Evaluating system impact on business continuity
* Evaluating system threats
* Formulating prevention and recovery strategy
* Developing disaster recovery plan
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| 1. **ICTNWK536 Plan, implement and test enterprise communication solutions**
* Planning for enterprise communication solutions
* Implementing enterprise communication solutions
* Testing and monitoring implementation of enterprise communication solutions
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| 1. Summary
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| **Candidate Confirmation**By affixing my signature below, I declare that I have completed the above competency assessment, and that the information outlined in this document is a true and accurate reflection of my current knowledge and skills. I further declare that I have been advised on the requirements to complete the course, and the support available that is most suitable to my learning needs. |
|  | **Student Name:** | Click here to enter text. |  | **Signature:** |  |  |  |
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|  | **Date:** | Click or tap to enter a date. |  |
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| 1. Assessment Outcome
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| **NOTE TO CANDIDATE:** This section is for the assessor’s use only. **Please leave this section blank.****NOTE TO ASSESSOR:**Use this section to document the outcome of the eligibility assessment.  |
| **Assessor’s Recommendation:** | Click here to enter text. |  |
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| **Other comments / relevant interview notes:** | Click here to enter text. |  |
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| **Advice provided to candidate:** | Click here to enter text. |  |
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| **Assessor name & signature:** | Click here to enter text. |  |
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| **Date assessed:** | Click here to enter text. |  |
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