Modification history

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| Release | Comments |
| Release 1 | This version released with AMP Australian Meat Processing Training Package Version 8.0. |

| AMPMGT8X12 | Manage change to organisational digital technology systems |
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| Application | This unit describes the skills and knowledge required to improve business outcomes through implementing the introduction or upgrade of advanced digital technologies.  This unit applies to leaders or managers whose role is to manage the introduction of advanced digital technologies to enhance business practices. Operational management in relation to introducing technologies to enhance business processes may require formulating responses to complex problems.  Leaders and managers often manage the implementation of advanced digital technologies, such as those associated with digital business (e-business) models; financial systems, information management systems, mobile and wireless technologies; and technologies relating to managing customer and regulatory requirements.  All work must be carried out to comply with workplace procedures, in accordance with state/territory health and safety regulations, legislation and standards that apply to the workplace.  No licensing, legislative or certification requirements apply to this unit at the time of publication. |
| Prerequisite Unit | Nil |
| Unit Sector | Management (MGT) |

| Elements | Performance Criteria |
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| Elements describe the essential outcomes. | Performance criteria describe the performance needed to demonstrate achievement of the element. |
| 1. Prepare organisational change management strategy for implementation of advanced digital technologies | 1.1 Analyse proposed changes in relation to current operational practices, infrastructure and strategic plans  1.2 Evaluate, cost and prioritise identified changes  1.3 Identify evaluate and manage risks associated with implementation  1.4 Develop implementation strategies, including change management and communication strategies  1.5 Engage, assemble and brief implementation team |
| 2. Manage implementation | 2.1 Communicate implementation strategies to stakeholders and clarify timelines and accountabilities  2.2 Monitor, record and report implementation progress against planned milestones  2.3 Identify and manage potential risks through consultation with stakeholders and review of testing outcomes  2.4 Review and revise implementation strategy, as necessary  2.5 Finalise installation according to implementation strategy and organisational procedures  2.6 Identify and implement training programs required to support new technologies |
| 3. Evaluate implementation outcomes | 3.1 Review and evaluate implementation process  3.2 Debrief implementation team  3.3 Assess outcomes of implementation process against organisational requirements  3.4 Report project outcomes to key stakeholders |
| 4. Develop and implement ongoing management processes | 4.1 Develop business processes required for ongoing digital technology management  4.2 Implement business processes required for ongoing digital technology management |

| Foundation Skills  This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria. | |
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| Skill | Description |
| Reading | * Access and interpret technical information * Engage with information about international trade |
| Numeracy | * Engage with concepts related to foreign exchange and financial markets |

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| Unit Mapping Information | | | |
| Code and title current version | Code and title previous version | Comments | Equivalence status |
| AMPMGT8X12 Manage change to organisational digital technology systems | AMPMGT807 Manage change to organisational electronic technology systems | Unit code and title updated.  Performance criteria clarified.  Foundation skills added.  Performance Evidence, Knowledge evidence and Assessment Conditions revised. | Equivalent |

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| Links | Companion Volumes, including Implementation Guides, are available at VETNet:  <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e2e56b7-698f-4822-84bb-25adbb8443a7> |

| TITLE | Assessment requirements for AMPMGT8X12 Manage change to organisational digital technology systems |
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| Performance Evidence | |
| An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.  There must be evidence that the individual has managed significant change to organisational digital technology systems, over a period of at least three months, including:   * applied change management theory * used effective communication and teamwork skills to consult with stakeholders and system users * applied planning and reporting skills * used problem-solving, initiative and enterprise skills to have: * assessed vulnerabilities in digital technology proposals * managed risks * monitored stakeholder satisfaction * developed strategies to respond to system, personnel and technology problems * provided leadership in workplace health and safety practice and observance of ethical, legislative and good corporate governance requirements * applied technology skills to have: * used appropriate technology to achieve system and business outcomes * used appropriate terminology * used high levels of accounting (mathematical), technological and e-commerce systems * assessed advice relating to suitability and reliability of hardware and software * analysed and assessed potential of new technology solutions to improve organisational outcomes * researched and evaluated potential impact of a proposed or revised digital technology system * analysed, developed and implemented plans for introducing an digital technology system with minimal interruption to business processes * identified, analysed and addressed problems in a timely and effective manner. | |

| Knowledge Evidence |
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| An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:   * digital technology systems within the business and their usage * digital skills of workers and the effects of changes to systems * organisational change management theory * capabilities and limitations of infrastructure of the business * digital technology system needs of the business * digital facilities and infrastructure management * methods for assessing and analysing digital technology proposals * planning techniques for implementation of new systems * quality measures and principles of organisational change * relevant legislation, codes and regulations that affect business operations, especially in regard to workplace health and safety and environmental issues, Equal Employment Opportunity (EEO), industrial relations and anti-discrimination * written policies and internal procedures on digital technology management and associated contractual documents. |

| Assessment Conditions |
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| Assessment of the skills in this unit of competency must take place under the following conditions:   * physical conditions: * skills must be demonstrated in an agribusiness context * resources, equipment and materials: * access to work-based digital systems * specifications: * workplace documents such as policies and procedures that guide digital systems * workplace human resources policies and procedures * relationships: * interactions with team and digital system users.   Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards. |

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