

FIELD BUSINESS**Review of *Text and Information Management – Generic* Level 1 achievement standards 90032-90035**

Subfield	Business Administration	
Domain	Id	Subject reference
Text and Information Management – Generic	90032-90035	Information Management 1.3-1.6

The Ministry of Education and the Secondary Assessment and Liaison business unit of NZQA have completed a review of the achievement standards listed above.

New Registration date **November 2007**

Date new versions published **November 2007**

Planned review date **February 2009**

Summary of review and consultation process

This review was a part of a planned review cycle. Feedback was received from the secondary sector and from the moderation and examination systems. National consultation on the achievement standards has resulted in the proposed changes.

Main changes resulting from the review

Minor changes have been made to the achievement standards 90032-90035; however the overall outcomes remain the same.

Changes include:

- The titles of AS90032, AS90034, and AS90035 have been changed.
- In AS90032, the introductory statement, achievement criteria, and explanatory notes have been amended to clarify evidence requirements.
- In AS90034, the introductory statement and achievement criteria have been reworded.
- In AS90035, the introductory statement and Explanatory Note 4 have been reworded.

Impact on existing provider accreditations

None.

Impact on Accreditation and Moderation Action Plan (AMAP)

None.

Impact on existing qualifications

None.

Impact of changes on NCEA Exclusions List

None.

Summary of main changes to achievement standards' Ids, classification, titles, levels, and credits

The following summary shows the changes made to the achievement standards as a result of the review. All changes are in **bold**.

Key to review category

- A** Dates changed, but no other changes are made - the new version of the standard carries the same Id and a new version number
- B** Changes made, but the overall outcome remains the same - the new version of the standard carries the same Id and a new version number
- C** Major changes that necessitate the registration of a replacement achievement standard with a new Id
- D** Achievement standard will expire and not be replaced

Subfield Business Administration
Domain Text and Information Management – Generic

Id	Title	Level	Credit	Review Category
90032	Access and process information from different media Access and process information from different sources	1	4	B
90033	Apply a decision-making model to produce a solution from a given brief	1	4	B
90034	Communicate information from given materials and by direct composition Communicate information from provided materials and by direct composition	1	4	B
90035	Manage information using spreadsheet and text applications Manage information using a spreadsheet and a text application	1	4	B