
GENERIC COMPUTING
Evaluate single-user personal computer applications

level:	4
credit:	5
final date for comment:	December 2006
expiry date:	December 2007
sub-field:	Computing
purpose:	People credited with this unit standard are able to: review user requirements for single-user personal computer applications; and identify, evaluate, and make recommendations for a range of single-user personal computer applications.
entry information:	Open. However, the credit value of this unit standard is based on a person having the prior knowledge and skills to operate a personal computer, such as those covered by Unit 2780, <i>Demonstrate and apply knowledge of a personal computer system</i> .
accreditation option:	Evaluation of documentation by NZQA.
moderation option:	A centrally established and directed national moderation system has been set up by NZQA.
special notes:	<ol style="list-style-type: none">1 The computer applications evaluated must be of the same type, eg word processor applications, or computer graphics applications.2 A specification of user requirements for a single-user personal computer application must be provided to the person being assessed against this unit standard.3 An assessment resource to support computing unit standards (levels 1 to 4) can be found on the NZQA website at http://www.nzqa.govt.nz/providers/resources/index.html.

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Elements and Performance Criteria

element 1

Review user requirements for single-user personal computer applications.

performance criteria

- 1.1 The review identifies the feasibility of the requirements.
- 1.2 The review identifies the relative priority of each requirement.
- 1.3 The review produces a set of criteria that allow applications to be evaluated.

Range: fitness for purpose, cost, hardware requirements, software requirements, compatibility, performance, capacity, reliability, ease of use, training requirements, documentation, support.

- 1.4 A review procedure is adopted which ensures the final outcome meets user requirements.

element 2

Identify single-user personal computer applications for evaluation.

Range: at least three applications must be identified.

performance criteria

- 2.1 Applications are available to the user.
- 2.2 Applications offer a solution to the specified user requirements.
- 2.3 The applications identified include commonly available solutions.

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element 3

Assess single-user personal computer applications.

performance criteria

- 3.1 The assessment compares the attributes of each application with respect to the evaluation criteria.
- 3.2 A summary is provided for each application with respect to the evaluation criteria.

element 4

Make recommendations for single-user personal computer applications.

performance criteria

- 4.1 Explanations provide justification for the recommendations based on the evaluation of the applications and the user requirements.
- 4.2 Explanations include the assumptions made in the recommendations.

Comments on this unit standard

Please contact NZQA National Qualifications Services nqs@nzqa.govt.nz if you wish to suggest changes to the content of this unit standard.

Please Note

Providers must be accredited by the Qualifications Authority or a delegated inter-institutional body before they can register credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by the Qualifications Authority before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

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Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for providers wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

This unit standard is covered by AMAP 0226 which can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.