

Field Business

Revision of *Text and Information Management - Generic* unit standards

Subfield	Domain	ID
Business Administration	Text and Information Management - Generic	12883-12887

NZQA National Qualifications Services has completed the revision of the unit standards listed above.

Date new versions published

September 2011

Planned review date

**December 2015
(unchanged)**

Summary

The explanatory note requiring all activities to comply with the *Approved Code of Practice for the use of Visual Display Units in the Place of Work* needed amending to refer to Department of Labour guidelines for using computers published in November 2010.

Main changes

The explanatory note was updated to refer to the *Guidelines for using computers: Preventing and managing discomfort, pain and injury*.