

Field Business

Reinstatement and change of expiry date of *Business* unit standards

| Subfield | Domain | ID |
|-------------------------------------|--|--------------|
| Business Administration | Business Information Management | 6911 |
| Business Operations and Development | Systems and Resources Management | 18338, 19028 |
| Management | Management - Organisational Direction and Strategy | 7447 |
| | Management - Systems and Resources | 7454 |

NZQA National Qualifications Services has completed the reinstatement and change of expiry date of the unit standards listed above.

Date new versions published

September 2014

Summary

Pending the comprehensive review of Business unit standards following the listing of the Business qualifications developed through the mandatory review process, four of the five unit standards above have been reinstated as expiring and the other has had its expiry date extended. This is to ensure that the National Diploma in Business Administration (Level 5) [Ref: 0370] remains achievable through on-job assessment, as requested by The Association of Administrative Professionals NZ Inc.

Main changes

- Standards 6911, 7477, 7454 and 18338 were reinstated as expiring, with an expiry date of 31 December 2018.
- The expiry date for standard 19028 was extended from 31 December 2014 to 31 December 2018.

Detailed list of unit standards – classification, title, level, and credits

All changes are in **bold**.

Business > Business Administration > Business Information Management

| ID | Title | Level | Credit | Previous expiry date | New expiry date |
|------|-------------------------|-------|--------|----------------------|-------------------|
| 6911 | Manage copying services | 4 | 4 | 31/12/2013 | 31/12/2018 |

Business > Business Operations and Development > Systems and Resources Management

| ID | Title | Level | Credit | Previous expiry date | New expiry date |
|-----------|---|--------------|---------------|-----------------------------|------------------------|
| 18338 | Prepare and implement a project as a member of a project team | 4 | 5 | 31/12/2012 | 31/12/2018 |
| 19028 | Contract for service in a business operation | 5 | 5 | 31/12/2014 | 31/12/2018 |

Business > Management > Management - Organisational Direction and Strategy

| ID | Title | Level | Credit | Previous expiry date | New expiry date |
|-----------|---|--------------|---------------|-----------------------------|------------------------|
| 7447 | Develop, provide, and report information for management decision making | 5 | 5 | 31/12/2010 | 31/12/2018 |

Business > Management > Management - Systems and Resources

| ID | Title | Level | Credit | Previous expiry date | New expiry date |
|-----------|-----------------------------------|--------------|---------------|-----------------------------|------------------------|
| 7454 | Plan, manage, and review projects | 5 | 7 | 31/12/2012 | 31/12/2018 |