

Field **Computing and Information Technology**

Review of *Computing* unit standards

Subfield	Domain	ID
Computing	Computer Support	18750, 29798, 29810
	Generic Computing	2797 , 5968, 18756 , 29785-29797, 29799-29809, 29811 , 29812 , 29814-29816
	Software Development - Programming	18741, 29813

National Qualifications Services (NQS) and Toi Mai Workforce Development Council have completed the review of the 37 Level 3 and 4 *Computing* unit standards listed above, with those proposed to expire in bold.

Date new versions published

April 2022

Planned review date

December 2026

Summary

The review was undertaken in line with the 2021 scheduled review cycle and included all 75 current *Computing* standards split into two sets. This set included 37 *Computing* unit standards at Levels 3 and 4, including those aligned to meet the requirements of the following New Zealand qualifications:

- NZ Certificate in Computing (Intermediate User) (Level 3) [Ref: 2592]
- NZ Certificate in Computing (Advanced User) (Level 4) [Ref: 2593]
- NZ Certificate in Information Technology Essentials (Level 4) [Ref: 2594]

The other set included 38 current *Computing* unit standards at Levels 1-5 with a focus on Level 1 and 2 standards, plus standards expiring at Levels 3-5 without replacement. Current and future demand for computing unit standards was explored, and it was noted that there was no or low usage reported for the Level 4 qualification [Ref: 2594] specific unit standards between 2018-2020. However it was considered prudent to maintain the suite of standards that align with the reviewed qualification during the transition phase to the Toi Mai Workforce Development Council ([WDC](#)).

From November 2020 to July 2021, a panel with the necessary IT and computing skills and experience with target learners, programme development and unit standards assessment met to review the standards. The project was further informed by pre-review stakeholder feedback, and input from the e-network during the review process.

Key stakeholders and organisations with consent to assess had the opportunity to review the standards and offer feedback. The proposed standards were available to the stakeholder network for consultation and endorsement August-September 2021. All feedback was considered and actioned where appropriate.

Main changes

- Guidance information, outcomes, and performance criteria were updated to reflect terminology used in the current template, to better align the standards with the reviewed qualifications, updated legislation and current practice, and to ensure they remain relevant and current.
- Ten standards had titles changed to better align with and reflect the intent of the reviewed qualifications and current practice.

- Seven standards had credits increased and one standard had credits reduced to better reflect complexity of current knowledge and skill requirements and practice, and to align with the reviewed qualifications.
- Eight new standards were developed as a result of combining and replacing existing standards and to better reflect the graduate outcomes of the reviewed Level 3-4 qualifications and current practice.
- Six standards were designated expiring without replacement (Category D), as they were no longer relevant, fit for purpose or duplicated content in new or current standards, or no longer aligned with the reviewed qualification [Ref: 2594].
- Three standards were designated expiring with replacement standards (Category C).

Category C and D unit standards will expire at the end of December 2024

The last date for assessment of superseded versions of Category B unit standards is December 2024

Impact on existing organisations with consent to assess

Current consent for			Consent extended to		
Nature of consent	Classification or ID	Level	Nature of consent	Classification or ID	Level
Standard	2797	3	Standard	32941	3
Standard	18756	3	Standard	32942	3
Standard	29813	4	Standard	32946	4

Impact on Consent and Moderation Requirements (CMR)

All Category B standards were moved to CMR 0099 from CMR 0113 and CMR 226.

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

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 standard with a new ID
D	Standard will expire and not be replaced

Computing and Information Technology > Computing > Computer Support

ID	Title	Level	Credit	Review Category
18750	Produce a learner focused electronic training package for organisation use Produce an interactive electronic training package for organisational use	3	5	B
29798	Troubleshoot, fix and escalate a range of common hardware and software problems	3	3	B
29810	Apply essential IT technical knowledge and concepts to provide support of a computer's hardware, software and network	4	10	D
32943	Apply IT technical knowledge and professional practice to provide support of a computer's hardware, software and network	4	15	New

Computing and Information Technology > Computing > Generic Computing

ID	Title	Level	Credit	Review Category
2797	Demonstrate knowledge of the principles of computer networks	3	4	C
32941	Demonstrate and apply knowledge of the principles of computer networks	3	5	
5968	Discuss the social implications of information technology	3	3	B
18756	Use and maintain a computer database for business reporting and decision making	3	3	C
32942	Use and maintain a computer database to meet organisational requirements	3	3	
29785	Use a word processing application to integrate images, spreadsheet and database data into documents	3	4 5	B
29786	Produce a spreadsheet for organisational use	3	3 5	B
29787	Produce and use a database to provide a solution for organisational use	3	3 5	B
29788	Develop and evaluate an interactive website for organisational use	3	5	B
	Develop, test, and evaluate an interactive website for organisational use			
29789	Use a presentation application to produce an interactive multimedia presentation	3	3	B
29790	Apply digital tools to create and monitor a project plan	3	3	B
	Use digital tools to create and monitor a project plan			
29791	Capture and prepare digital media for integration into other applications	3	2	B
29792	Use a desktop publishing application to produce documents	3	4	B
29793	Investigate, plan, design and create digital outcome solutions to meet the requirements of a specified brief	3	5	B
29794	Implement security solutions when using digital tools	3	5	B
	Describe risks and implement security solutions when using digital tools			
29795	Apply ethical behaviour when using digital tools	3	5	B
29796	Collaborate effectively with others in a digital environment	3	7	B
	Collaborate and communicate with others effectively and safely in a digital environment			
29797	Synchronise data across digital devices and multiple platforms	3	2	B
29799	Apply advanced word processing features and functions to produce complex documents	4	4 5	B
29800	Apply advanced spreadsheet features and functions to meet the requirements of a brief	4	4 5	B

ID	Title	Level	Credit	Review Category
29801	Plan, produce and deliver an interactive multimedia presentation using digital tools to meet requirements of a brief Plan, create, test and implement an interactive multimedia product to meet the requirements of a brief	4	3 5	B
29802	Produce and use a relational database to address an organisational information system need Design, create, operate, and test a relational database to address an organisational information system need	4	6 5	B
29803	Use a desktop publishing application to produce documents integrating media for a stakeholder Use a desktop publishing application to produce documents integrating media for a client	4	3 5	B
29804	Develop and evaluate an interactive website for a stakeholder Develop and evaluate an interactive website for a client	4	5	B
29805	Design and create an integrated digital solution to meet the requirements of a specified brief	4	5	B
29806	Use digital tools and critical thinking to analyse data and identify solutions to problems	4	10	B
29807	Communicate professionally in a range of digital contexts, to maintain relationships and achieve objectives	4	3	B
29808	Use digital technologies and systems securely, legally and ethically to gather, store, access and share information	4	5	B
29809	Investigate current and emerging trends in the use of digital tools to support operational efficiency and effectiveness	4	5	B
29811	Describe the role of information systems and information technology in organisations	4	4	D
29812	Apply knowledge and concepts of web design and scripting to plan, create and test an interactive user interface	4	10	D
29814	Apply and evaluate digital tools to support the development and implementation of an IT project	4	10	D
29815	Describe professional and ethical principles and practices, and comply with legal and organisational IT requirements	4	5	D
29816	Communicate information and maintain relationships in an IT context	4	5	D
32939	Maintain, update, test, and evaluate an interactive website for organisational use	3	4	New
32940	Demonstrate the application of new skills achieved with self-directed learning in a digital context	3	3	New
32944	Design, develop and test a relational database solution using professional practice and project management methodologies	4	15	New

ID	Title	Level	Credit	Review Category
32945	Apply knowledge of business analysis, user experience and interface design, to create and test interactive digital media	4	15	New

Computing and Information Technology > Computing > Software Development - Programming

ID	Title	Level	Credit	Review Category
18741	Create a computer program to provide a solution to a problem	3	6	B
29813	Apply essential knowledge and concepts of software development to create a program	4	10	C
32946	Apply knowledge and concepts of software development to create applications	4	15	