
Overview

What is the unit about?

This unit is about using specialist software in a fire and rescue context.

Who is the unit for?

The unit is recommended for control room staff who make more complex use of information technology applications.

[Unique Reference Number]

Specialist or bespoke software

Performance criteria

You must be able to:

- P1 use appropriate techniques to handle, organise and save files
- P2 link information with the same kind of software
- P3 add information from one type of software to information produced using different software, such as a spreadsheet graph to a word processing document, text to an image file, picture to a presentation, or simple information from a database on to a website
- P4 carry out more complex tasks using appropriate tools and techniques for entering, editing and processing information
- P5 use appropriate techniques to check more complex information

[Unique Reference Number]

Specialist or bespoke software

Knowledge and understanding

You need to know and understand:

- K1 why and how using the software was an appropriate way of carrying out the task
- K2 what most tools and functions of the software applications can be used for
- K3 how to select and use appropriate tools and functions for more complex tasks

[Unique Reference Number]

Specialist or bespoke software

Additional Information

Links to other NOS

This unit is based on the E-Skills Area of Competence Specialist or Bespoke Software where it appears as SBS2.

[Unique Reference Number]

Specialist or bespoke software

Developed by	Skills for Justice
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Version number	1
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Date approved	January 2008
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Indicative review date	January 2010
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Validity	Current
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Status	Tailored
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Originating organisation	e-skills
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Original URN	SBS2
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Relevant occupations	Public Services; Protective Service Occupations; Public Service and Other Associate Professionals;
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Suite	Fire Rescue Sector Control Operations 2007;
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Key words	IT, information technology, equipment
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