Digital Capability Training Product Trial - Frequently Asked Questions

1. **If the sample pool of units is the 35 going through TPOF, will a list of those units (and ideally the skills covered by them and any AQF levelling or context that may have been applied) be available to inform the EOI response??**

A full list of draft UoCs will not be released at the EOI stage because they have not yet been reviewed or endorsed by the Technical Committee. However, based on work already undertaken through the DEWR Qualification Reform Project, it is anticipated that the draft UoCs will include areas such as:

- Generalist Artificial Intelligence (AI)
- Generalist Cybersecurity
- Digital capability aligned to DigComp 2.2

The UoCs aligned to DigComp will cover five competence areas, eight proficiency levels and 21 competencies. This includes:

Area 1 — Information & Data Literacy

• 1.1 Browsing, searching, filtering

• 1.2 Evaluating information

• 1.3 Managing data/content

Area 2 — Communication & Collaboration

•2.1 Interacting through digital tech

• 2.2 Sharing through digital tech

• 2.3 Digital citizenship

• 2.4 Collaborating through digital tech

• 2.5 Netiquette

• 2.6 Managing digital identity

Area 3 — Digital Content Creation

• 3.1 Developing digital content

- 3.2 Integrating & re-elaborating content
- 3.3 Copyright & licences
- 3.4 Programming

Area 4 — Safety

- 4.1 Protecting devices
- 4.2 Protecting personal data & privacy
- 4.3 Health & well-being
- 4.4 Environment

Area 5 — Problem Solving

- 5.1 Solving technical problems
- 5.2 Identifying needs & technological responses
- 5.3 Creative use of digital tech
- 5.4 Identifying digital competence gaps

DigComp 2.2 has been identified by DEWR as the preferred framework for digital skills and training activities. DigComp 2.2 provides a comprehensive structure for developing digital capability. This alignment ensures the trial is nationally consistent, internationally benchmarked, and responsive to the digital skills needs of learners, workers, and industry.

All draft UoCs will be written using the Application Skills and Knowledge (ASK) unit of competency template with AQF levels expected to range from Level 2 to Level 5. The ASK template can be found in the Training Package Organising Framework (TPOF) July 2025

Respondents will work with FSO to identify which subset of these draft UoCs will be included in their trial delivery.

2. **Is there intent to create new standalone AI Qualifications and not just AI units within existing qualifications?**

There is no intent to create standalone AI qualifications as part of this trial. It is anticipated that the final endorsed UoCs will be embedded within the BSB Training Package and designed to be generalist in nature. The focus is on developing UoCs that can be flexibly applied across sectors and qualifications.

Standalone Ai qualification/s are being considered as part of the scope for FSO's Specialist Artificial Intelligence – ICT Training Package activity

3. **Is there any preferred or hoped-for proportion of the TPOF units that responses should cover in the non-accredited delivery? Or is that something that FSO wants respondents to set out, perhaps aligned to student cohorts? Thinking about the gap to achieving full unit competency once those TPOF units have been endorsed.**

There is no set proportion of units that must be covered. Respondents are encouraged to propose which units best suit their learner cohorts and industry partners. The aim is to co-design delivery based on what will be most impactful for learners and employers. While FSO would like to see learning and assessment resources created for as many units as possible, the final selection will be guided by industry and learner needs.

4. **Will these units be core units or specialised AI and Cyber units within BSB Qual?**

The core or elective status of the endorsed UoCs is yet to be determined and will be established via consultation undertaken as part of the TPOF process. As these UoCs will be generalist units they will provide transferable, cross-sector digital capability rather than specialist expertise and be applicable across a wide range of industries. The Training Product Trial will test their cross-sector applicability.

5. **Are you considering modifying some of the existing BSB units to incorporate these skills or to write completely new units?**

The focus is on creating fit-for-purpose draft UoCs that address current and emerging digital capability needs using the ASK template and DigComp 2.2 framework.

6. **At a unit level, is there a goal to have some % of the unit covered in the non-accredited delivery?**

If draft UoCs are broken into parts for delivery there is still an expectation that the whole draft UoC (as confirmed by the Technical Committee) will be completed by learners as part of the

non-accredited delivery. Once the UoCs are accredited there may be a need to provide gap training prior to students undertaking RPL. Respondents are encouraged to propose delivery approaches that suit their learner cohorts and industry contexts.

7. **Does digital capability also include VR or augmented reality?**

The Digital Capability UoCs are being developed and mapped to the DigComp 2.2 framework. They will not specifically include virtual reality (VR) or augmented reality (AR) as separate units.

8. **Does the $1.5M cover design and delivery across the 700 participants?**

The total project investment of $1.5 million is intended to cover both the design and delivery of training, assessment, and digital badging for approximately 700 participants. This includes 500+ face-to-face learners and 200+ virtual learners. The funding is expected to support multiple delivery partners working across different cohorts and regions. While the exact breakdown of funding is not specified, it is anticipated that delivery will be distributed across a range of providers, each contributing to different aspects of the trial such as content development, learner engagement, and delivery infrastructure.

9. **On the student side, is the preference to recruit current students (from anywhere in VET, or from BSB quals in particular) and offer this training as an extra, or to use this training as an entry opportunity (i.e.: people not currently VET students) and if that audience, is there a plan to track their completion of the TPOF units once accredited?**

Both approaches are acceptable. Respondents may recruit current VET students or use the training as an entry opportunity for new learners. The trial includes mechanisms such as pre- and post-assessment and digital badging to track learner progression and support recognition once the draft UoCs are accredited.

10. **We are partners with an offshore institute who delivers online course, competency based. Can this be conceptualised to fit the units and fit within the industries. We also have Cyber Awareness Course and delivered in an Ai Companion App?**

Partnerships with offshore institutes and non-RTOs are welcome as part of a consortium, however there must be at least one Australian RTO in the consortium. The trial encourages collaboration across a range of organisations, including education providers that are not registered training organisations. Delivery must be contextualised to suit learner cohorts and industry needs, and materials must be in a shareable format to support future scale. Innovative delivery formats are acceptable if they align with the goals of the trial and support learner progression and recognition. It is important to note that an RTO must deliver the training, assessment, RPL and any gap assessment required to ensure learners can access a statement of attainment for the finally accredited UoCs.

11. **Is the intention to release 35 units, or are we experimenting with the draft 35 to determine the consolidated number of units from the trial?**

The intention is to provide all draft UoCs confirmed by the Technical Committee. It is anticipated that a proportion of these draft UoCs will be piloted in non-accredited form during the trial. Partners will be chosen to design, develop, and deliver learning and assessment materials for a subset of UoCs that are relevant to specific learner cohorts. The number of draft UoCs tested during the trial will depend on the responses to the EOI/RFP, the industry partners, and the learners.

The trial is not intended to consolidate or reduce the number of draft UoCs but to validate their applicability and effectiveness across different learner cohorts and industry contexts.

12. **Do UoC each applicant selects need to be developed online, F2F and blended or we could select one UoC for only online delivery?**

Applicants may choose to deliver selected draft UoCs in one or more modes—online, face-to-face, or blended. It is acceptable to propose delivery of a unit in a single mode (e.g., online only) if that suits the learner cohort and delivery context. Flexibility in delivery is encouraged to meet diverse learner needs.

13. **Are students required to go through pre-enrolment screening and suitability matching as set out in the RTO Standards 2025?**

Students should be enrolled in the draft UoCs and the decision to undertake pre-enrolment screening and suitability matching should follow the RTO processes.

14. **Will FSO develop all RPL kits?**

FSO is considering the development of support materials for the trial which may include RPL kits.

15. **Are you looking for unit feedback, or actual delivery? Will RTOs delivering find their own students? Will delivery be funded?**

The trial is focused on actual delivery of training. RTOs and delivery partners are expected to engage and deliver to learner cohorts. Applicants may choose to deliver selected draft UoCs in one or more modes—online, face-to-face, or blended. Project funding is provided to support both design and delivery, and respondents must clearly identify and commit to their learner cohorts within the proposal.

Any feedback that may be gathered during the trial on the draft units will need to be submitted via public consultation as part of the TPOF process.

16. **Will the focus of the pilot audience attempt to cover size of businesses? For example larger enterprises as well as smaller or medium organisations?**

Yes. The trial is designed to be flexible and inclusive of diverse industry and workforce contexts. Respondents are encouraged to engage learner cohorts from a range of business sizes, including small to medium enterprises (SMEs) and larger organisations. Sample scenarios in the guidelines illustrate delivery to both SMBs and large companies.

17. **What size of cohort(s) are you looking for? Is there a min and max?**

The trial aims to reach 700+ participants, with a breakdown of 500+ face-to-face learners and 200+ virtual learners. While no specific minimum or maximum is set per cohort, respondents should propose cohort sizes that are feasible and aligned to their delivery capacity and learner engagement strategy. The focus is on conducting a successful end-to-end trial for a diverse range of learners and draft UoCs.

18. **If we are interested in collaborating to test delivery to SME's do we simply submit an EOI or do we need to find a delivery partner first.**

You may submit an EOI as a sole supplier or as part of a consortium. However, it is expected that a Registered Training Organisation (RTO) will conduct the delivery. The RTO is likely to be the lead contractor, especially since accredited outcomes such as statements of attainment and Recognition of Prior Learning (RPL) may be offered to learners once draft UoCs are endorsed. Non-RTOs can participate in the consortium to support content development, learner engagement, or delivery, but an RTO must be part of the delivery arrangement to ensure alignment with national training standards.

19. **Are you looking for direct delivery to students, or traineeships, or could it be either?**

Either approach is acceptable. Delivery can be structured to suit the needs of the learner cohort and industry context. The trial is designed to be flexible, and respondents may choose to deliver training directly to students, through traineeships, or via other models. What matters is that the delivery supports learner progression and aligns with the trial's objectives and timelines.

It should be noted that as the draft UoCs won't be accredited at time of the delivery they will not contribute to the successful completion of a traineeship.

20. **Can delivery be in any state/territory in Australia?**

Yes. Delivery can occur in any state or territory. However, FSO will ensure that the delivery of the overall trial will span at least two states or territories to ensure geographic diversity and to support broader testing of delivery models and learner engagement strategies.

21. Could we just offer cyber and/or AI?

Yes. Respondents may choose to deliver only the AI and/or Cybersecurity draft UoCs if those are most relevant to their learner cohorts and industry partners.

22. How much detail do you require in a budget? Do you provide a template?

A budget template is not provided. Responses must include a clear breakdown of proposed costs for each component of the solution. Assumptions should be clearly stated, and respondents are encouraged to identify scalable options, cost efficiencies, and any fixed costs that apply regardless of project scale. Responses must be submitted via Microsoft Forms, and if you are outside a Microsoft environment, you may wish to prepare your answers separately before uploading to avoid losing progress.

A separate PDF doc has been provided with the RFP questions to support the response drafting process.

23. Can we submit more than one EOI with different focuses, or should we combine it into the one?

Only one EOI should be submitted. If you have multiple areas of focus, they should be combined into a single submission. This allows FSO to assess the full breadth of your proposal and ensures clarity in evaluating your delivery capacity and strategic alignment.

24. Do the students have to be identified at time of EOI or do we just describe the cohort and the number we are committing to?

Students do not need to be individually identified at the EOI stage. However you should be confident of being able to deliver the cohort you are proposing, Please indicate the number of learners you are committing to engage.

25. Would we be delivering the selected units as stand-alones? If we, for instance, selected all three cyber units, would we offer them as a bundle, or is this our choice?

This is at the applicant's discretion. Draft UoCs may be delivered individually or bundled, provided delivery fits within the required timeframe. Flexible models (e.g., breaking a unit into shorter components, asynchronous or short weekly sessions) are encouraged where this better serve learner and industry needs. The goal is for learners to receive recognition of completion for each UoC, which will be provided through a Digital Badge, as the units are not yet on scope.

26. Can you clarify the intellectual property rights of the materials developed by each applicant? Can we license materials (like you can do with an accredited unit) or does it just become DEWRs IP? How would the "sharing" occur?

Ownership: FSO operates under a grant agreement with the Department of Employment and Workplace Relations (DEWR). In accordance with the terms of this agreement, any intellectual property (IP) developed under this contract is owned by DEWR.

Sharing/format: Materials must be white-labelled and provided in a shareable format suitable for reuse by other training organisations (e.g., SCORM packages or formats compatible with common learning management systems). This is required to enable scale and national uptake.

27. Can we provide a range of possible student numbers, e.g., up to XX?

Applicants should provide a realistic estimate of learner numbers that reflects their capacity to deliver high-quality training. There is no minimum or maximum per cohort; what matters is quality of training design and delivery, and engagement and commitment to numbers that can be delivered successfully. The program's overall goal is to reach 700+ learners across delivery partners—indicatively 500+ face-to-face and 200–300 online—and individual commitments will contribute to this total. At the EOI stage, please describe your cohort and the number you are committing to and outline scalable options/pricing where relevant.

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