

Unit code	BSBXXX125
Unit title	Develop Highly Advanced Digital Communication and Collaboration Skills
Unit outcomes	<p>This unit describes the skills and knowledge required to manage digital communication and collaboration across organisational contexts.</p> <p>Learners develop highly advanced capability across six competence (C) areas:</p> <p>C1. Interacting through and with digital technologies</p> <p>C2. Sharing through digital technologies</p> <p>C3. Engaging in corporate responsibility through digital technologies</p> <p>C4. Collaborating through digital technologies</p> <p>C5. Digital behaviour</p> <p>C6. Managing digital identity.</p> <p>No licensing, legislative or certification requirements apply to this unit at the time of publication.</p>
Knowledge (K)	<p>Required knowledge includes:</p> <p>K1. emerging developments in communication technologies, collaborative tools, digital behaviour legislation, and identity management systems</p> <p>K2. methods for designing communication strategies and collaborative approaches in complex workplace contexts</p> <p>K3. ethical and proportionate use of Artificial Intelligence (AI) in communication and collaboration</p> <p>K4. approaches for building capability in others across communication, collaboration, behaviour and identity management</p> <p>K5. legislative requirements relating to digital corporate responsibility, behaviour and identity management.</p>
Skills (S)	<p>Required skills include:</p> <p>S1. Stay informed about developments in digital communication and interaction tools.</p> <p>S2. Assess and combine communication tools for complex tasks.</p> <p>S3. Lead advanced tool use and improvements in digital communication.</p> <p>S4. Explore new approaches for complex information sharing.</p> <p>S5. Facilitate complex sharing across varied technologies.</p> <p>S6. Lead improvements in sharing complex information and content.</p> <p>S7. Stay informed about rights and responsibilities with evolving digital technologies and legislation.</p>

	<p>S8. Evaluate impacts of digital technologies on society, political processes and the economy.</p> <p>S9. Assist others to understand digital legislation and lead corporate responsibility initiatives.</p> <p>S10. Stay informed about collaborative practices and promote ethical AI use.</p> <p>S11. Design collaborative strategies for complex environments.</p> <p>S12. Lead improvements in human-AI collaboration.</p> <p>S13. Stay informed about digital behaviour policies and legislation.</p> <p>S14. Assist others to understand digital behaviour rights and responsibilities.</p> <p>S15. Lead digital behaviour policies or initiatives.</p> <p>S16. Stay informed about identity management technologies.</p> <p>S17. Support others to deepen identity management capabilities.</p> <p>S18. Advise on complex identity management and rights issues.</p>
<p>Application of Knowledge & Skills</p>	<p>At the Highly Advanced level, learners apply knowledge (K1-K5) and skills (S1-S18) with full autonomy across all competence areas (C1-C6) with the following characteristics:</p> <ul style="list-style-type: none"> • Autonomy: Independently and with full accountability, exercising leadership in communication and collaboration strategy development, policy formulation, and organisational transformation initiatives. • Accountability: Accountable for organisational digital communication and collaboration capability, strategic outcomes, governance frameworks, and the development of organisational systems and practices. • Responsibility: Responsible for leading organisational communication and collaboration initiatives, establishing governance frameworks, building organisational capability, and driving cultural change. • Context: Highly complex, strategic organisational communication and collaboration challenges requiring systems thinking, governance expertise, and ability to integrate digital communication considerations with organisational strategy, risk management, and compliance frameworks across enterprise contexts. • Decision-Making: Make authoritative decisions on communication tool integration and collaborative strategy design; establish organisational policies and governance frameworks for digital behaviour and corporate responsibility; lead strategic reviews and capability assessments; determine when external expertise, regulatory consultation, or board-level approval is required.

Assessment Requirements	
Performance evidence (PE)	<p>Learners must demonstrate ability to:</p> <ul style="list-style-type: none"> PE1. assess and combine communication tools for complex tasks PE2. lead advanced tool use and improvements in digital communication PE3. explore and facilitate complex information sharing across varied technologies PE4. lead improvements in sharing complex information PE5. evaluate impacts of digital technologies on society, political processes and the economy PE6. lead corporate responsibility initiatives PE7. design collaborative strategies for complex environments PE8. promote ethical and proportionate AI use PE9. lead improvements in human-AI collaboration PE10. assist others to understand rights and responsibilities under digital behaviour legislation PE11. lead digital behaviour policy development PE12. support others to deepen identity management capabilities PE13. advise on complex identity management and rights issues. <p>Performance evidence must be demonstrated across at least two different workplace scenarios.</p>
Knowledge evidence (KE)	<p>Learners must demonstrate knowledge of:</p> <ul style="list-style-type: none"> KE1. emerging developments in communication technologies, collaborative tools, digital behaviour legislation, and identity management systems KE2. methods for designing communication strategies and collaborative approaches in complex workplace contexts KE3. ethical and proportionate use of Artificial Intelligence (AI) in communication and collaboration KE4. approaches for building capability in others across communication, collaboration, behaviour and identity management KE5. legislative requirements relating to digital corporate responsibility, behaviour and identity management. <p>Knowledge evidence must be demonstrated across at least two different workplace scenarios.</p>
Assessment conditions	<p>Assessment must occur in workplace or simulated conditions that reflect real-world environments, including access to:</p>

	<ul style="list-style-type: none"> • comprehensive digital communication and collaboration platforms requiring strategic evaluation and integration • scenarios involving highly complex or specialised communication and collaboration needs • opportunities to design, implement and evaluate transformation initiatives • contexts requiring leadership and capability building of others • emerging technologies and platforms requiring strategic assessment and integration • legislative and policy frameworks requiring interpretation and application • assistive technologies where required to support diverse learner needs. <p>Assessors must satisfy the requirements for assessors under applicable VET legislation, frameworks, and standards.</p>
Unit Mapping Information	No equivalent unit.
Links	Link to BSB TP Companion Volume Implementation Guide.