Catholic Education
Diocese of Parramatta
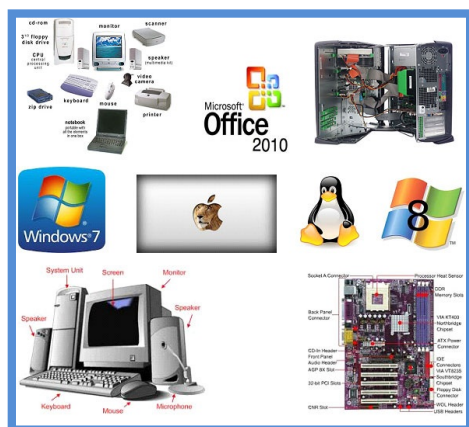
NATIONALLY RECOGNISED TRAINING

INFORMATION & DIGITAL TECHNOLOGY

SOA towards (ICT30115) Certificate III in Information, Digital Media & Technology

This VET Board Developed course aims to provide students with the foundation knowledge and the elementary skills required to assist an Information Technology organisation to provide IT support to customers and the community.

The qualification is recognised as an entry-level qualification for employment in the information technology Industry and provides opportunities to:-

- Apply knowledge & understanding of WHS requirements
- Provide support and operate a range of computer software and hardware
- Maintain and update information and file systems, both electronic and physical
- Perform trouble shooting and diagnostic test on computer hardware and software
- Provide client services and handling client enquiries
- Organise work schedules to meet outcomes
- Work independently and in teams.

Course Duration/ Hours	240 Hours / 2 year course (with an optional HSC Examination and inclusion for the ATAR calculation)
Unit Value	2 Units Preliminary and 2 Units HSC
Qualification	Students undertaking the 240 hour course may achieve a Statement of Attainment in **ICT30115 Certificate III in Information, Digital Media & Technology** *A 120 Hr Specialisation Study in IDT is available, however it is dependent upon the school's VET delivery plan and/or the opportunity to cluster with other schools. The possible outcome would be a **ICT30111 Certificate III in Information, Digital Media & Technology.***
Assessment	Holistic assessment is used to assess students against a range of elements of competency. One assessment task may include a number of competencies. The methods used for collecting evidence of competency may include: • Workplace journals and reports • Case Studies /simulation exercises • Portfolios and research assignments • Oral questioning and presentations • Finished products • Practical demonstration of specific skills/knowledge The performance criteria used for assessment are contained in the units of competency http://training.gov.au/Training/Details/ICT30115. Students will be awarded a Competent (C) or Not competent (NC) based on the achievement of the performance criteria.
Work placement	Mandatory 70 hours for the 240 Hour course (35hours per year minimum)
SBAT	See the subject selection book for more details about School Based Traineeships. http://www.sbatinnsw.info/
Career Pathway	**This course provides a pathway to** ICT30115 Certificate III in Information, Digital Media & Technology, ICT40115 - Certificate IV in Information Technology, ICT50115 - Diploma of Information Technology Possible job roles include: Call Centre, Computer Operator, ICT Support/user, Web Developer, and Technical Support.

INFORMATION & DIGITAL TECHNOLOGY

SOA towards (ICT30115) Certificate III in Information, Digital Media & Technology

This course is nationally recognised and is based on the Training Package (ICT15) Release 3.

Unit Code	Units of competency	AQF Status	HSC Status	HSC Hours
	Requirements	17 units: 6 Core, 5 Specialist 6 Electives – 5 which must be from a specialist elective group	4 Mandatory (75 Hrs), All units from 1 stream & Electives to make up 240hrs	Indicative
240 Hours Students may achieve a **SOA (ICT30115) Certificate III in Information, Digital Media and Technology-Applications**				
BSBWHS304	Participate effectively in WHS communication and consultation processes.	Core	Mandatory	20
ICTICT202	Work and communicate effectively in an IT environment	Core	Mandatory	25
ICTICT302	Install and optimise operating system software	Core	Mandatory	20
ICTSAS301	Run standard diagnostic tests	Core	Mandatory	10
ICTICT203	Operate application software packages	Specialist Elect A Applications	Software Applications Stream	20
ICTWEB302	Use advanced features of computer applications	Specialist Elect A Applications	Software Applications Stream	30
ICTICT308	Build simple websites using commercial programs	Specialist Elect D WebTechnologies	Software Applications Stream	30
ICTSAS305	Provide IT advice to clients	Specialist Elect C Support	Networking and Hardware	30
ICTSAS303	Care for computer hardware	Specialist Elect C Support	Group C Elective Support	20
ICTWEB201	Use social media tools for collaboration and engagement	Specialist Elect D WebTechnologies	Group D Elective WebTechnologies	20
ICTWEB303	Produce digital images for the web	Specialist Elect D WebTechnologies	Group D Elective WebTechnologies	20
Total indicative hours:				**245**
Possible outcome	*SOA (ICT30115) Certificate III in Information, Digital Media and Technology-Applications*			

USEFUL LINKS

http://training.gov.au
http://www.myskills.gov.au/
http://www.sbatinnsw.info/