

# **INFORMATION TECHNOLOGY FACULTY**

**SUBJECT: INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)**

**PRE-REQUISITE:** Nil.

## **OVERVIEW**

The study area specification in Information and Communications Technology is concerned with using information and communications technologies (ICTs) to provide practical solutions to real life or simulated real life problems. Its student-centred approach promotes confident, competent and self-motivated users and consumers of ICTs. This is important if students are to be successful in the next phase of their life, whether it is to pursue a career with ICTs, undertake further study, or gain employment. Students should also be able to keep pace with new technologies and be responsible users of ICTs, aware of the social, environmental and legal impacts of their actions.

ICT follows Approach A of the Study Area Specification. All learning and assessment is based on the required Units of Competency.

## **SUBJECT COMPATIBILITY**

Information and Communications Technology is incompatible with the Authority subject, Information Technology Systems. This means that students may not study both subjects. However, ICT may be studied in conjunction with the Authority subject Information Processing and Technology.

## **AIMS**

The aim of this course of study is to provide opportunities for students to develop important skills that they will need in other life roles, and serves as a support subject for study in other disciplines. Through undertaking a study in Information and Communications Technology, students should develop important, transferable skills for using a computer as a problem-solving and communication tool.

## **COURSE ORGANIZATION AND ASSESSMENT**

The course is structured so as to provide multiple opportunities for students to demonstrate the required competencies for Certificate I and II in Information Technology. All assessment is competency based.

## Certificate I Structure

### ICA20105 Certificate II in Information Technology

#### ICA10105 Certificate I in Information Technology

The ICA10105 Certificate I in Information Technology is based on units of competency selected from the ICA05 training package. This qualification provides knowledge and skills required to work within the information technology industry. This is an equity and access qualification designed to attract new people into information technology courses.

To achieve the qualification, students must achieve competencies in all three core and three elective units of competency.

Code	Description	Prerequisites
<b>CORE Competencies</b>		
ICAU1128A	Operate a personal computer	
ICAU1129A	Operate a word processing application	
ICAU1133A	Send and retrieve information using web browsers and email	
<b>ELECTIVE Competencies</b>		
Code	Description	Prerequisites
#ICAU1130A	Operate a spreadsheet application	
#ICAU1131A	Operate a database application	
#ICAU2005A	Operate computer hardware	ICAU1128A
# these units are recommended as electives for the pathway to a Certificate II in IT		

## ICA20105 Certificate II in Information Technology

The ICA20105 Certificate II in Information Technology is based on units of competency selected from the ICA05 training package. This qualification provides the foundation of knowledge and skills required to work in the information technology industry. It also provides foundation employment and general computing skills, which enable participation in the information technology environment.

To achieve the qualification, students must achieve competencies in the prerequisite unit of competency, all eight core and five elective units of competency.

### Certificate II Structure

Code	Description	Prerequisites
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#### PRE-REQUISITE unit of competency

ICAU1128A	Operate a personal computer	
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#### CORE Competencies

Code	Description	Prerequisites
BSBCM106A	Follow workplace safety procedures	
ICAD2012A	Design organisational documents using computing packages	ICAU1128A
ICAU2005A	Operate computer hardware	ICAU1128A
ICAU2006A	Operate computing packages	
ICAU2013A	Integrate commercial computing packages	ICAU1128A
ICAU2231A	Use a Computer Operating System	ICAU1128A
ICAW2001A	Work effectively in an IT environment	
ICAW2002A	Communicate in the workplace	

#### ELECTIVE Competencies

Code	Description	Prerequisites
ICAI2015A	Install software applications	
ICAS2014A	Connect hardware peripherals	
ICAW2011A	Work individually or as a team member to achieve organisational goals	
ICPMM321A	Capture a digital image	
ICPMM263A	Access and use the Internet	