

 RTO 40548

**ICT30120 CERTIFICATE III IN INFORMATION TECHNOLOGY**

***Course Overview***

This qualification provides the skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an advanced ICT user.

The Certificate III in IT program also develops a broad set of fundamental skills as described under the Certificate II but offers further breadth through units such as introductory-level programming techniques, IP ethics and privacy of information, diagnostic testing and client service.

The program is suitable for serious IT enthusiasts and affords meaningful insights into some of the more common specialisations so that participants can either use this base knowledge and skills to pursue a career or further study in specialist fields; software engineering, gaming, coding, programming, technical support, data management, network management, information security and more.

***ENROLMENT***

Students enrolling in the second year of the Certificate III in Information Technology are required to have successfully completed Units 1 & 2. There are no entry requirements for first year enrolment

***PATHWAYS***

Certificate IV in Information Technology.

Diploma of IT

Associate degree in IT

Bachelor of IT

***Learning Areas***

Students interested in Information Technology Industries are invited to apply.

**Contact**

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·  Common digital technologies

·  Common business software applications

·  Operating systems

·  Hardware care and maintenance

·  Standard diagnostics

·  Web presence through social media

·  Cyber security and device security and protection

·  Introductory programming techniques

·  Information ethics and security

·  Critical and creative thinking skills

·  Teamwork and workplace etiquette

·  Safe and sustainable work practices

***Units 1 and 2***

ICTPRG302 Apply introductory programming techniques

ICTICT213 Use computer operating systems and hardware

BSBCRT301 Develop and extend critical and creative thinking skills

BSBXTW301 Work in a team

BSBXCS303 Securely manage personally identifiable information and workplace information

ICTSAS308 Run standard diagnostic tests

ICTICT214 Operate application software packages

***Units 3 and 4***

ICTAS304 Provide basic system administration

ICTICT313 Identify IP, ethics and privacy policies in ICT environments

ICTICT309 Create ICT user documentation

ICTSAS310 Install, configure and secure a small office or home office network

ICTSAS305 Provide ICT advise to clients

***VCE or VCAL Credits***

Participants will be eligible for credits of to four VCE units, Two units at Unit 1 and 2 level and two

units at Units 3 and 4 level. Students undertake a Scored Assessment contributing towards their

ATAR.

Completion of all or part of the Certificate will contribute to the VCAL Certificate.

3 coursework tasks equalling 66% of the overall study score, end of year exam worth 34% of

overall study score.

*Possible Career Pathways*

* *ICT Support*
* *Helpdesk Support*
* *ICT operations support*
* *ICT User Support*
* *Network Administration*
* *IT technician*
* *Customer service representative (ICT) user support specialist.*
* *Website Development*
* *Social Media Administration*