



Certificate III in Information Technology ICT30120

About the course

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. This course can be delivered as both part of a traineeship or as a non-trainee.

Who should attend?

Existing or potential IT and administration staff who aspire to develop skills in administering and the maintenance of the user environment for computer networks.

Possible job roles could be	Assessment	Possible Delivery Modes
- o Help desk officer - o Help desk assistant - o ICT Operations Support - o ICT User Support - o PC Support	Assessment is ongoing during the program and includes undertaking workplace specific activities. The assessments consist of Q&A, project, practicals, and observations. This is completed partially within the classroom with an expectation of approximately additional 3 hours per week of self-paced study.	Delivery for this course is available in multiple modes. Our preferred and most popular delivery mode: <u>Virtual Classroom</u>: 3-hour classes every week or fortnight, with a trainer and other students. Requires logging into the virtual classroom platform. <u>Physical Classroom</u>: weekly or fortnightly full day classes held in our Melbourne and Adelaide offices.
Recognition of Prior Learning (RPL)	Access and Equity	
RPL is available for each unit of competency based on relevant workplace experience, formal training or other expertise. Recognition will involve submission of evidence.	Integrity Business College encourages participants who have disabilities to apply.	<u>Traineeships</u>: In addition to choosing one of the options mentioned above, trainees will also participate in up to four progress check-ins over a 12-month period . *In specific cases, other tailored options may be available.
Course Fees	Duration	
Fees are variable subject to eligibility for Government subsidised training. Please contact us for more information.	The minimum duration is 10-12 months depending on current skills, knowledge and previous experience.	

Prerequisites and pathways for the qualification

There are no entry requirements for this qualification. Preferred pathways for candidates considering this qualification may include after achieving a Certificate II in Information Technology or with demonstrated vocational experience in a range of work environments using a wide range of information technologies.

Requirements to receive the Certificate III in Information Technology

This qualification requires the demonstration of competency in a minimum of 12 units.

Potential Units Covered

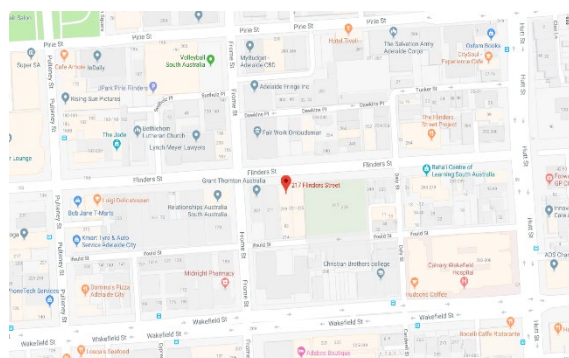
- **BSBCRT301** Develop and Extend Critical and Creative Thinking Skills
- **BSBXCS303** Securely manage personally identifiable information and workplace information
- **BSBXTW301** Work in a Team
- **ICTICT313** Identify IP, Ethics and Privacy Policies in ICT Environments
- **ICTPRG302** Apply introductory programming techniques
- **ICTSAS305** Provide ICT Advice to Clients
- **ICTNWK307** Provide Network System Administration
- **ICTNWK308** Determine and Action Network Problems
- **ICTNWK309** Configure and Administer Network Operating Systems
- **ICTSAS308** Run Standard Diagnostic Tests
- **ICTNWK311** Install and Test Network Protocols
- **ICTSAS310** Install, Configure and Secure a small office or home network.

Locations

Level 4, Suite 401B
198 Harbour Esplanade, Docklands, 3008



217 Flinders Street, Adelaide, 5000



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