
SUBJECT: ICA10105 CERTIFICATE I INFORMATION TECHNOLOGY

STATUS: Vocational Education & Training **CODE:** ITC

QUALIFICATION: ICA10105 – Certificate I in Information Technology

COST: TBA

COURSE OVERVIEW: <http://www.ntis.gov.au>
Please refer to the NTIS website for specific information about the qualification. The Certificate I is a stand alone qualification that allows individuals to develop basic ICT skills and knowledge to prepare for work. Students work through a range of tasks in a project based scenario.

COURSE STRUCTURE:



To attain a Certificate I in Information Technology, 6 units must be achieved:

- 6 industry core units.

INDUSTRY CORE UNITS

Achieve the following 6 core units:

- ICAU1128B Operate a personal computer
- ICAU1129B Operate a word processing application
- ICAU1130B Operate a spreadsheet application
- ICAU1204B Locate and use relevant on-line information
- ICAU1132B Operate a presentation package
- ICAU1133B Send and retrieve information using web browsers

ASSESSMENT TECHNIQUES:

The emphasis in this subject is on completing tasks in a competent manner. Assessment will be delivered using a variety of techniques:

- Project
- Computing Tasks
- Folio of Collected Evidence of Competency

Students must achieve competency at every task in order to be issued with a full certificate at the completion of this course.

SPECIAL REQUIREMENTS:

Nil

CAREER OPPORTUNITIES & PATHWAYS

Articulation into:

ICA20105 Certificate II in Information Technology

ICA30105 Certificate III in Information Technology

Other specific children's services qualifications available at <http://www.ntis.gov.au>

Employment outcomes are limited and individuals are strongly advised that in order to meet the entry-level requirements of this industry, the Certificate III in Information Technology should be undertaken.

Disclaimer:

"The school must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."

