ICT20115 Certificate II in Information, Digital Media and Technology
Years 11 and 12

COURSE OUTLINE

ICT20115 is a nationally-recognised qualification derived from the ICT Information and Communications Technology Training Package (Release 2.0).

This entry level qualification provides students the foundation skills and knowledge to use information and communications technology (ICT) in any industry.

QUALIFICATION: ICT20115 Certificate II in Information, Digital Media and Technology

Entry Requirements	QCE Points	Timing	Duration
Nil	Four (4)	Year 11	2 Years

DELIVERY MODE *(Online course. Internet access essential as no hardcopies are provided)*

This course is available *only* online.

The typical course completion time is two (2) years.

CSDE uses the Learning Place (eLearn/Blackboard) and Blackboard Collaborate (iConnect).

This course is designed to 2 x 60 minute lessons per week.

Students are expected to engage in lessons on a regular basis, as well as meeting course requirements according to the Assessment Calendar.

Regular contact with the teacher/trainer is essential.

FEES

No fees applicable for Education Queensland Students.

UNITS *(All 14 competencies to be completed to achieve full accreditation)*

Core

BSBWHS201 Contribute to health and safety of self and others

BSBSUS201 Participate in environmentally sustainable work practices

ICTICT201 Use computer operating systems and hardware

ICTICT202 Work and communicate effectively in an ICT environment

ICTICT203 Operate application software packages

ICTICT204 Operate a digital media technology package

ICTWEB201 Use social media tools for collaboration and engagement

Elective

ICTSAS203 Connect hardware peripherals

ICPDMT321 Capture a digital image

ICTICT205 Design basic organisational documents using computing packages

ICTICT206 Install software applications

ICTICT209 Interact with ICT clients

ICTICT303 Connect internal hardware components

ICTICT301 Create user documentation

ASSESSMENT

Assessment in this course is based on Project Based Training (PBT). Competency can be achieved via a variety of VET modes of assessment including submission of tasks, face-to-face demonstration to an assessor, work placement (third party observations) and web conferencing.

Students in this course will be Working Towards Competency (WTC) across all six (6) competencies. To gain the full qualification in Certificate I Information Digital Media and Technology, students must successfully complete all six units as Competent (C). Students who do not successfully achieve all six units of competencies receive a Statement of Attainment for those units of competencies achieved. successfully.

WORK EXPERIENCE REQUIREMENT

Students undertaking this course are required to undertake work experience in the Information Communications and Technology Industry as per the teachers/assessors instructions as an incorporation of third party observations for specific units of competencies.

STUDENT REQUIREMENTS

Equipment

- Computer, internet and email are mandatory.
- Lesson delivery requires a computer headset with microphone.
- Printer
- Scanner
- Access to a digital camera/digital video source

Software

- Windows 7, 8 or 10, Mac OS X 10.6 or higher
- Adobe Acrobat Reader
- Microsoft Office (Word, Excel, Publisher, Outlook, Access and PowerPoint)

How to Apply

Capricornia SDE – Support and Resources – Forms and Documents – Documents - Enrolment

DISCLAIMER: Delivery of this course is dependent on RTO arrangements and student numbers.

All information contained is accurate at time of publication.