

# INFORMATION TECHNOLOGY

## DOMESTIC STUDENTS

### ICT40115 | Certificate IV in Information Technology

Release 2 (14/01/2016)

This qualification provides the skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technologies and to support small to medium enterprises (SMEs) that require broader rather than more specialised ICT support.

Persons working at this level apply a wide range of knowledge and skills in basic networking, ICT support, database development, programming and web development support; working safely and ethically in a sustainable work environment.

*No licensing, legislative or certification requirements apply to this qualification at the time of publication.*

Location	601 Bourke Street, Melbourne , VIC 3000
<small>*Subject to variance depending on the time of enrolment</small>	
Duration	52 weeks incl. holidays
Total Tutition Weeks	40 weeks
Delivery and Assessment mode	Face-to-face; combination of theory, practical and/or project assessments
Prerequisite / Entry requirements	<ul style="list-style-type: none"> <li>Completion of year 12 or equivalent. (Subject to the assessment and approval of ATMC Admission team.)</li> <li>Applicants must be 18 years of age and above</li> <li>Successful completion of Pre-training review (PTR)</li> <li>LLN Level 4</li> </ul>
Third-party arrangement	NIL
Work-based training / Work placement	NIL
Possible pathways for further study	ICT50115 Diploma of Information Technology
Possible occupational outcomes	Computer Technician, Customer Support, Customer Support Professional, Infomation Systems Operator, Network Support Technician, PC Support, Technical support, User Support Technician

Fees & Charges*	Skills First Funding	Full Fee for service
Tuition fee	\$0	\$8,500
Gov Contribution	\$6,240	\$0
Administration fee	\$0	\$100
Materials fee	\$350	\$350

\*Tuition fees and other course related fees are not subject to change once a student has enrolled.

This training is delivered with Victorian and Commonwealth Government funding. Individuals with disabilities are encouraged to apply to access government subsidised training. Individuals must meet the eligibility criteria to access government funding.

Government funded concessions applies to Skills First Funding Tuition Fee only.

All equipment & resources are at student's expense

## Units of Competency

### CORE:

BSBWHS304	Participate effectively in WHS communication and consultation processes
BSBSUS401	Implement and monitor environmentally sustainable work practices
ICTICT202	Work and communicate effectively in an ICT environment
ICTICT401	Determine and confirm client business requirements
ICTICT418	Contribute to copyright, ethics and privacy in an ICT environment

### ELECTIVE:

ICTWEB421	Ensure website content meets technical protocols and standards
ICTWEB420	Write content for web pages
ICTWEB419	Develop guidelines for uploading information to a website
ICTWEB406	Create website testing procedures
ICTWEB404	Maintain website performance
ICTICT415	Provide one-to-one instruction
ICTICT408	Create technical documentation
ICTSAD401	Develop and present feasibility reports
ICTICT403	Apply software development methodologies
ICTTEN410	Locate, diagnose and rectify faults
ICTPRG405	Automate processes
ICTICT505	Determine acceptable developers for projects
ICTDBS501	Monitor and improve knowledge management system
BSBWOR301	Organise personal work priorities and development
ICTSAS304	Provide basic system administration

### Quality Indicator Surveys

During studies, students may receive surveys. This helps ATMC towards continuously improving our training services and reporting our quality to the regulators. For students who enrol under the Skills First Program, please be advised that you may receive an invitation to participate in an NCVER survey, the Department's Annual Student Outcome Survey, Department endorsed project and or being contacted by the Department (or persons authorised by the Department) for audit or review purposes.