

Certificate II in Information, Digital Media & Technology

(ICT20115)



RTO Registration # 52499



Fourteen Units of Competency are required to achieve this qualification:

- BSBWHS201 – Contribute to health and safety of self and others [C]
- BSBSUS201 – Participate in environmentally sustainable work practices [C]
- ICTICT201 - Use computer operating systems and hardware [C]
- ICTICT202 – Work and communicate effectively in an ICT environment [C]
- ICTICT203 – Operate application software packages [C]
- ICTICT204 – Operate a digital media technology package [C]
- ICTWEB201 – Use social media tools for collaboration & engagement [C]
- ICTICT205 – Design basic organisational documents using computer packages [E]
- ICTICT206 – Install software applications [E]
- ICTSAS202 – Apply problem-solving techniques to routine ICT malfunctions [E]
- ICTSAS203 – Connect hardware peripherals [E]
- ICTSAS206 – Detect and protect from spam and destructive software [E]
- ICPDMT321 – Capture a digital image [E]
- ICPDMT263 – Access and use the internet [E]

This qualification will enable you to

Gain practical skills and knowledge in:

- Basic data processing and application support
- Producing and manipulating digital images for multimedia production
- Maintain computer equipment and software
- Provide client support and configuring operating systems
- Selecting appropriate software
- Protecting computers from harmful software
- Following occupational health and safety standards to avoid injury
- Knowledge of current industry accepted hardware & software products
- Installing and using computer software & hardware

This qualification will provide you with industry recognized skills and is designed to assist you in accessing further training.

Duration: Delivered as a 'stand-alone' course over two years.

Cost: \$80 per year to cover consumable and issue of certificate.

Total Nominal Hours: 395

Pre-requisite: Must know how to operate a personal computer

Pathway: Certificate III in IT / Apprenticeship, IT support officer