UNITS OF STUDY

This nationally accredited certificate includes the following units of study.

BSBXCS303 - Securely manage personally identifiable information and workplace information	ICTWEB304 - Build simple web pages
BSBXTW301 - Work in a team	ICTWEB305 - Produce digital images for the web
ICTICT313 - Identify IP, ethics, and privacy policies in ICT environments	ICTCLD301 - Evaluate characteristics of cloud computing solutions and services
ICTPRG302 - Apply introductory programming techniques	BSBXCS302 - Identify and report online security threats
ICTSAS305 - Provide ICT advice to clients	ICTICT317 - Maintain standard operating environments
BSBCRT301 - Develop and extend critical and creative thinking skills	ICTICT309 - Create ICT user documentation
ICTICT214 - Operate Application Software Packages	ICTICT226 - Operate simple database applications

FEES

Full fee $600. Concession fee $240. Payment plan available.

FURTHER INFORMATION

For any queries regarding this program, please call (03) 5672 3115.

CERT III IN INFORMATION TECHNOLOGY

AHC30716

Bass Coast Adult Learning
Learn More.

NATIONALLY RECOGNISED TRAINING

239 White Road Wonthaggi
bcal.vic.edu.au
5672 3115

This certificate offers a pathway into high demand industry

The course will cover a wide range of ICT (Information and Communications Technology) roles with introductory units including a functional understanding of basic cloud computing, digital media skills, cyber awareness and generalist IT support service. The program will engage students in a range of foundational knowledge in critical thinking and customer support skills. Students will be well prepared to take up positions in the IT Support industry or continue with further education.

WHY US?

Small class sizes, expert trainers, technical skills and work placements. Perfect for school leavers or those looking for a new career.

> I like studying at BCAL because of the relaxed environment and the freedom to take my time with my work.
>
> Zak

PROGRAM DELIVERY

Classes

February – December
Wednesday and Friday

Wednesdays (on campus) will focus on training delivery of learning content and Friday (hybrid) will have the trainer available for independent learning with the trainer available to student either face-to-face or online.

Learning materials

Available online and/or in a digital format. Students can negotiate with the trainer regarding their attendance schedule.

ENTRANCE REQUIREMENTS AND STUDENT RESOURCES

Skills Check

All candidates are required to have a Skills Check.

Equipment

Students will require a PC or notebook at home to complete many of the learning and assessment activities. A reliable internet service is also required as much of the learning materials and activities will be online.

There will be access to a computer and the internet on campus.

STUDY COMMITMENT

Attendance requirements

80% class attendance.

Independent learning activities

10 to 15 hours per week.