Certificate I in Information, Digital Media & Technology

Information and communications technology is embedded in all aspects of today’s changing world. A qualification in IT offers you the transferable skills to hold employment across a wide variety of job sectors. This qualification provides the skills and knowledge for individuals to safely perform foundation digital literacy tasks using a personal computer and a range of software applications and digital devices.

**Delivery:**
- Classroom
- External

**Duration:**
Duration may vary depending on electives chosen.
Full time classroom based 6 weeks.

**Completion of 4 core units and 2 Elective units are required to gain this qualification.**

**Core Units:**
- ICTICT101 Operate a personal computer
- ICTICT102 Operate word-processing applications
- ICTICT103 Use, communicate and search securely on the internet
- ICTICT104 Use digital devices

**Suggested Electives:**
- ICTICT105 Operate spread sheet application
- ICTICT106 Operate presentation packages

**Entry Requirements:**
There are no entry requirements for this course

**Future Pathways:**
This course provides you with the basic skills to use a computer. It is appropriate for students who have not had any formal computer training and are re-entering the workforce or using a computer for home use. ICT20115 Certificate II in Information, Digital Media and Technology, or a range of other qualifications.

Training is delivered with Victorian and Commonwealth Government funding.
*Eligibility criteria applies*