Information Technology

Course Delivery:
- On Campus
- Off Campus
- On Line
- Traineeships

Nationally Accredited Training

This training is delivered with Victorian and Commonwealth Government funding. Please note that the information given is intended as a guide for current and prospective students or interested persons.

However, changes may have occurred. Please check with your nearest MADEC should you require further information.

Certificate III in Information, Digital Media and Technology Code ICA30111

Learn to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an advanced ICT user.

Persons working at this level will support information technology activities in the workplace across a wide range of ICT areas, including technical support, network administration, web technologies, software applications and digital media applications.

CORE UNITS
The qualification requires 6 Core units and 11 elective units
- BSBWHS304A Participate effectively in WHS communication and consultative processes
- BSBSUS301A Implement and monitor environmentally sustainable work practices
- ICAICT202A Work and communicate in an IT environment
- ICAICT301A Create user documentation
- ICAICT302A Install and optimise operating system software
- ICASAS301A Run standard diagnostic tests

SUGGESTED ELECTIVES
- ICAICT203A Operate application software packages
- ICAICT304A Implement system software changes
- ICAICT307A Customise software applications for clients
- ICAICT308A Use advanced features of computer applications
- ICAICT409A Develop macros and template for clients using standard products
- ICAICT303A Connect internal hardware components
- ICASAS303A Care for computer hardware
- ICASAS304A Provide basic system administration
- ICASAS305A Provide IT advice to clients
- ICASAS306A Maintain equipment and software
- ICACWEB201A Use social media tools for collaboration and engagement

Job roles
Possible job titles relevant to this qualification include: help desk officer, help desk assistant, ICT operations support, ICT user support, PC support and technical support.

To enrol and learn more contact MADEC
T: 1300 436 332 E: education@madec.edu.au W: www.madec.edu.au