Kirwan State High School

RTO number: 30387

NATIONALLY RECOGNISED TRAINING

ICT20120 Certificate II in Applied Digital Technologies

Qualification description

This pathways qualification provides the foundation skills and knowledge to use basic applied digital technologies in varied contexts.

The qualification is designed for those developing the necessary digital and technology skills in preparation for work.

Refer to training.gov.au for specific information about the qualification.

Entry requirements

There are no entry requirements for this qualification.

Duration and location

This is a two-year course delivered in Years 11 and 12 on site at Kirwan State High School.

Course units

To attain a ICT20120 Certificate II in Applied Digital Technologies, 12 units of competency must be achieved:

Unit code	Title
BSBSUS211	Participate in sustainable work practices
BSBTEC202	Use digital technologies to communicate in a work environment.
BSBWHS211	Contribute to health and safety of self and others
ICTICT213	Use computer operating systems and hardware
ICTICT214	Operate application software packages
ICTICT215	Operate digital media technology packages
ICPDMT3210	Capture digital images
ICPDMT3220	Edit digital images
ICTSAS218	Obtain and connect hardware peripherals
ICTSAS210	Update and maintain hardware, software and documentation inventories
ICTSAS213	Maintain the Integrity of IT systems
ICTSAS216	Maintain ICT equipment and replace consumables

RTO obligation

The RTO guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification.

Students who are deemed competent in all 12 units of competency will be awarded a Qualification and a Record of Results.

Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment.

Delivery modes

A range of delivery modes will be used during the teaching and learning of this qualification. These include:

- face-to-face instruction
- work-based learning
- guided learning
- online training.

Fees

All fees are published on Kirwan State High Schools VET subject selection form

Assessment

Assessment is competency based and completed in a simulated business environment.

Units of competency are clustered and assessed in this way to replicate what occurs in a business office as closely as possible.

Assessment techniques include:

- observation
- folios of work
- questioning
- projects
- written and practical tasks.

Work placement

Students are provided with the opportunity to do structured workplace learning, where they could work in a real Information Technology environment.

Pathways

This qualification may articulate into:
- ICT30120 Certificate III in Information Technology
- ICT40120 Certificate IV in Information Technology
- work within the Information Technology area

See other Information Technology qualifications at training.gov.au.