



ICA30105 Certificate III in Information Technology (Network Administration)

Qualification: Certificate III
Training Package: ICA05 Information and Communication Technology
TAFE NSW Course No: 19003

This course provides basic skills in the use of a range of technologies and the administration and maintenance of the user environment for a computer network. The job roles a graduate might aspire to range from Client Support Officer or Help Desk Technician through to Technical Support Specialist.

Career opportunities/vocational outcomes: This course is for individuals who wish to become competent in introductory ICT 'technical' functions. The qualification is designed to support information activities in the workplace.

Articulation: This course provides a natural progression into the ICA40205 Certificate IV in Information Technology (Support) with a pathway to the ICA50305 Diploma of Information Technology (Systems Administration).

Entry requirements: NSW School Certificate (or equivalent). Where appropriate, learners may gain recognition for their prior skills. Please discuss your options with staff.

Attendance: This course is available full-time through face-to-face delivery. Subjects are also supported with online resources.

Course Content: The course includes 9 foundation units, 6 common core units, 6 network administration specialist core stream units and 4 elective units. There will be some choice available with electives modules and students may choose to do additional modules.

Semester 2 2009

Campus: Port Macquarie
Widderson Street
PORT MACQUARIE NSW 2444

To apply:

North Coast Institute application form by 29 May 2009. Late applications will be accepted.

Start Date: Monday 20 July

Attendance: Full-time
4 days per week for 18 weeks
Mondays, Tuesdays,
Thursdays and Friday 9:00 am
to 4:30 pm.

Cost: *TAFE Fee:* \$335 (some people may be eligible for a concession fee).

Resource fee per semester: \$35.

These fees can be paid using EFTPOS, Visa, MasterCard, cheque or money order only.

Contact:

Julie Johnson
Head Teacher
Information Technology
p: 6581 6230 or 6586 9510
e: julie.johnson@tafensw.edu.au

or

Sharyn Templeman
Clerical Officer
Information Technology
p: 02 6581 6316
e: sharyn.templeman@tafensw.edu.au

Customer Service Centre
p: 131 601
e: nci.courseinfo@tafensw.edu.au

Alternative Exit Point: Depending on your choice of electives you may be eligible to receive the award of ICA20105 Certificate II in Information Technology. Additional charges apply.

UNITS TOWARDS COMPLETION

Group 1 Foundation units - All units must be completed

BSBCMN106B	Follow workplace safety procedures
ICAD2012B	Design organisational documents using computing packages
ICAU1128B	Operate a personal computer
ICAU2005B	Operate computer hardware
ICAU2006B	Operate computing packages
ICAU2013B	Integrate commercial computing packages
ICAU2231B	Use computer operating system
ICAW2001B	Work effectively in an IT environment
ICAW2002B	Communicate in the workplace

Common Core Units - All units must be completed

ICAD3218B	Create user documentation
ICAI3020B	Install and optimise operating system software
ICAS3031B	Provide advice to clients
ICAS3234B	Care for computer hardware
ICAT3025B	Run standard diagnostic tests
ICAU3004B	Apply occupational health and safety procedures

Specialist Core Stream – Network Administration: All units must be completed

ICAI3101B	Install and manage network protocols
ICAI3021B	Connect internal hardware components
ICAS3024B	Provide basic system administration
ICAS3115B	Maintain equipment and software in working order
ICAU3019B	Migrate to new technology
ICTCC330B	Manage customer relationships

PLUS a minimum of 4 **elective units** are required to complete the course requirements.

