ACCM .edu.au

Australian College
of Commerce & Management

RTO ID: 1441

CALL ACCM NOW
1300 515 321

Certificate III in Information Technology
ICT30120

A hands-on practical course to launch your staffs' IT career

Foundation
Skills

- Local and Network Administration
- Critical thinking and teamwork
- Providing advice to clients
- Configuring Operating Systems

the
ACCM
difference

ACCM College's online program reflects over 25 years of meeting our employers' needs.

- **No extra fees!** All services included in the enrolment fee.

- **Maximum flexibility** - No set study times or off-site training, set weekly training commitments around your daily operations.

- **Suitable for full time or part time employees.**

- **All materials online** - designed to suit a wide range of learning styles. Available 24/7 via computer, tablet or mobile phone.

- **Proactive Student Advisers** - helping to drive progress.

- **Coaching and ongoing support** is part of our service.

- **Real time progress visibility** - check your staff's progress, timetable and results 24/7 via our online Employer Dashboard.

Specialty
Skills

- Resolving basic IT problems
- Running diagnostic tests
- Cloud computing solutions
- Installing and securing small networks
- Programming with Javascript

To see enrolment fees for your region, please click or scan the QR code

www.accm.edu.au

courses@accm.edu.au

CERTIFICATE III IN INFORMATION TECHNOLOGY
ICT30120

COURSE DESCRIPTION:

The Certificate III in Information Technology is a hands-on qualification that has a key focus on the skills and knowledge essential for any IT career.

SUBJECT	UNIT	CODE	DURATION (weeks)
Local Device System Administration	• Securely manage personally identifiable information and workplace information	BSBXCS303	10
	• Provide basic system administration	ICTSAS312	
	• Maintain the integrity of ICT systems	ICTSAS213	
ICT Problem Solving	• Provide ICT advice to clients	ICTSAS305	9
	• Develop and extend critical and creative thinking skills	BSBCRT301	
	• Work in a team	BSBXTW301	
	• Identify IP, ethics and privacy policies in ICT environments	ICTICT313	
Programming with Javascript	• Apply introductory programming techniques	ICTPRG302	6
Support ICT Technical Problems	• Interact and resolve queries with ICT clients	ICTICT219	4
	• Record the requirements of client support requests	ICTSAS212	
	• Resolve technical enquiries using multiple information systems	ICTWOR306	
	• Develop solutions for basic ICT malfunctions and problems	ICTSAS211	
Run Standard Diagnostic Tests on Devices	• Run standard diagnostic tests	ICTSAS308	5
Evaluate Cloud Solutions	• Evaluate characteristics of cloud computing solutions and services	ICTCLD301	3
Networking - Build a Small Office Network	• Install, configure and secure a small office or home office network	ICTSAS310	7
IT Network Systems Administration	• Configure and administer network operating systems	ICTNWK309	6
	• Provide network systems admin	ICTNWK307	

If you would like to discuss additional electives, please contact us.