

ICA40405

Certificate IV in Information Technology (Networking)



ELECTUS

Qualification:	Nationally recognised Certificate IV in Information Technology (Networking)
Course overview:	This course is designed to provide vocational education and training necessary to gain advanced knowledge and skills vital for the work place.
Government Funding:	This qualification is available under a Contract of Training (Traineeship) and may attract government funding through: <ul style="list-style-type: none">• <i>User Choice</i> funding• and/or <i>Employer Incentives</i> under the New Apprenticeships Scheme
Prerequisite:	This course has several pre requisites of a sound working computing knowledge. On request unit by unit pre requisites are available.
Content:	20 units of competency
Delivery duration:	Classroom and on-the-job mentoring and assessment – 24 months and/or Recognition of Prior Learning (RPL) – 6 months If you have worked in the workplace for some time and have the requisite skills and knowledge you may apply and submit evidence to gain this qualification via the RPL process.
Study Pathways:	As a graduate of this course you are eligible to enrol in: <ul style="list-style-type: none">• Diploma in Information Technology
Career Opportunities:	Graduates will gain the skills and knowledge for advanced level IT roles.

Electus–training SA’s primary resource...it’s people

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Qualification Program

Students must gain competency in 20 units to qualify for Certificate IV in Information Technology (Networking) being 16 core and 4 electives.

Electus provides you with a Certificate IV in Information Technology (Networking) qualification that acknowledges your skills and knowledge in the area of your IT interest.

Electus delivers a learning pathway from Certificate II to Certificate IV in IT.

The following table summarizes the Units of Competency covered in the Certificate IV in IT Networking.

Unit Title
Core
Contribute to personal skill development and learning
Determine and confirm client business expectations and needs
Create scripts for networking
Automate processes
Develop and present a feasibility report
Create technical documentation
Install network hardware to a network
Install software to networked computers
Install and configure a network
Build an intranet
Install and maintain a server
Monitor and administer network security
Support system software
Locate equipment, system and software faults
Maintain ethical conduct
Manage simple projects
Elective
Evaluate system status
Provide one-to-one instruction
Co-ordinate and maintain work teams
Determine and action client computing problems

Employability Skills

The following table contains a summary of the employability skills for this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Communication

- Writing skills for business, requiring depth in some areas, and analysis and evaluation of information in a defined range of areas (e.g. when hardware and asset recording documentation is completed in line with organisational requirements)

Teamwork

- Consulting with the work team to review proposed changes against current and future business requirements
- Establishing and improving work teams in an IT environment

Problem Solving

- Debugging code
- Solving network problems related to the installation of hardware, software and networks

Initiative and Enterprise

- Developing new criteria and procedures for performing current practices
- Identifying, analysing and evaluating information from a variety of sources

Planning and Organising

- Creating project plans to guide the development of systems methodologies
- Planning and designing an intranet
- Preparing feasibility reports taking into account the scope, time, cost, quality, communications and risk management

Self-management

- Taking responsibility for own output in relation to specified quality standards
- Working within the Australian Computer Society code of ethics regarding security, legal, moral and ethical issues

Learning

- Maintaining knowledge of tools and software applications and the goods and services provided
- Obtaining client evaluation and feedback
- Providing one-to-one instruction for clients and users

Technology

- Selecting and using software and hardware diagnostic tools, including multimedia contexts and automated testing environments

Training Program

Your training program will take approximately 24 months to complete and will be customised to suit your requirements and timetable. It will be a combination of:

- Classroom training sessions
- One-on-one training sessions
- Workplace experience
- Mentoring
- Assignments
- Review sessions

Throughout the training program you will have formal review and assessment sessions to ensure that the elements of competency are being achieved and to ensure that your skill development is progressing as planned.

The role of Electus (your RTO)

Electus will have the multiple roles of co-ordinator, trainer, assessor and mentor. Electus will be responsible for:

- Co-ordinating your training and assessment program
- Monitoring training and skills development progress and provide assistance to you where necessary
- Delivering classroom training as per your training plan
- Visiting you in the work place to provide on-the-job mentoring and coaching
- Visiting you in the work place to conduct on-the-job assessments
- Checking your portfolio of evidence and developing an action plan for the next on-the-job training and assessment period.
- Providing support and advice throughout the training and assessment program

Your role

It is expected that you will:

- Undertake all training sessions and complete all assessment assignments as per your training program
- You will make every effort to achieve the competencies specified in your training plan.
- Maintain the records of assessment in your training manual.
- Submit assignments by agreed due dates.
- Immediately discuss any problems relating to your training program with your assessor or workplace supervisor.

Simulated Work Environment

If you are currently unemployed Electus will provide you with a simulated work environment enabling you to study and complete assignments.