ICT50220 Diploma of Information Technology (CRICOS Code: 114740E)

Release 2.0

Duration

Calendar Year: 104 weeks

Academic Year: 72 weeks

Terms: 8 Terms x 9 weeks each (Total 72 weeks)

Holidays & Study Breaks: 32 weeks – 4 x 8 weeks

Study Type: Full Time 20 hours / week

Location

Level 6, 8 Quay Street, Haymarket NSW 2000

Course Fee

$24,000.00

Application Fee*

A non-refundable Administration Fee of $350 is to be paid with the deposit.

Additional Fees*

Material Fees: $200 (Material Fee covers cost of printing of class material, class tests/quiz, and assessment cover forms).

*Any fee changes will not affect enrolled students. New fees will apply to new enrolling students.

#Smart and skilled funding is available for domestic students for this qualification. Please enquire with SBI.

Assessment Arrangements

Assessment is summative and a holistic approach has been applied where possible. Evidence gathered across the qualification is a combination of observation and written reports, case studies, question and answers, self-assessments and third party reports (if applicable).

Delivery Modes

All training will be delivered using a blended mode (face to face and online), including use of simulated situations where required.

Emphasis will be made on simulating "real life situations" to develop the skills identified in the "foundation skills" for this qualification.
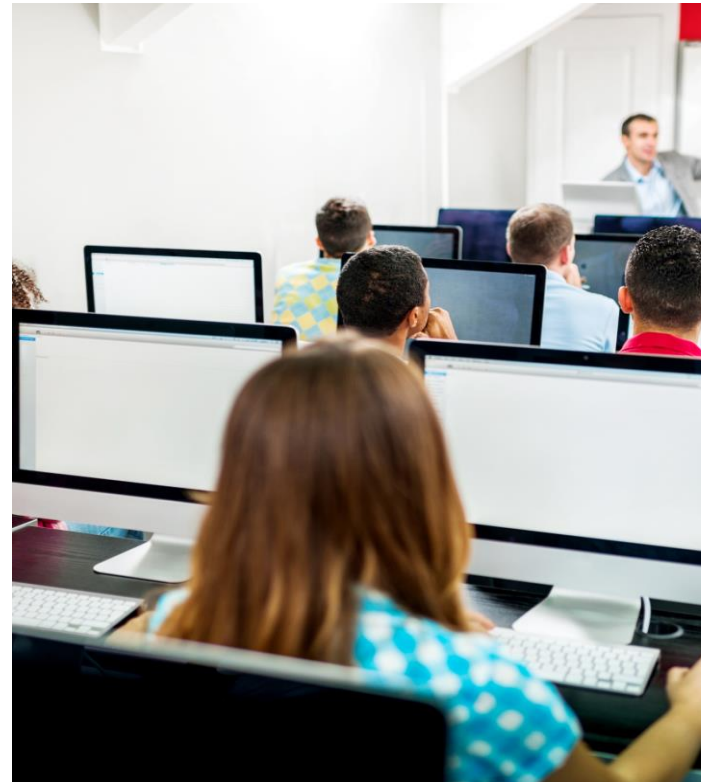
Phone:	**02 9211 4958**
Email:	**info@sbi.edu.au**
Website:	**wws.sbi.edu.au**
Address:	**Level 6, 8 Quay St, Haymarket NSW 2000;**
RTO ID:	**45097**
CRICOS Code:	**04127H**

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Entry Requirements

a) **English language equivalence requirements**

- English is the student's first language; or
- IELTS 5.5 with no sub band scores less than 5.0; or
- Completion of at least one year of full-time study in Australia at secondary, post-secondary or tertiary level; or
- Completion of the English for Academic Purposes (EAP) program at any ASQA / TEQSA Accredited Language Centre; or
- Pass Placement Test

b) **Educational and other qualifications, skills, and other prerequisites**
- A recognised secondary (high school) qualification; or completion of AQF Level 4 study (e.g., Certificate IV); and
- Should be 18 years of age or over at time of commencement

Pathways into the qualification

Preferred pathways for candidates considering this qualification include:

- Completion of qualification ICT40120 Certificate IV in Information Technology, or other relevant qualification such as AQF Level IV or V; OR
- with demonstrated vocational experience in a range of work environments using a wide range of information technologies.

Pathways from the qualification

Students may wish to continue with ICT60220 Advanced Diploma of Information Technology or Bachelor of Information Technology at another Institute.

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Course Description

This qualification provides the skills and knowledge for an individual to administer and manage information and communications technology (ICT) support in small-to-medium enterprises (SMEs) using a wide range of general ICT technologies. Persons working at this level provide a broader rather than specialised ICT support function, applying a wide range of higher-level technical skills in ICT areas such as networking, IT support, database development, programming and web development.

Potential Job Roles

- Information Systems Office Manager
- Office Systems Administrator
- IT Office Manager
- IT Systems Administrator
- Systems Manager

This qualification is made up of 20 units of competency.

Recognition of Prior Learning

Sydney Business Institute (SBI) supports the national policy of recognition of
qualifications and Statements of Attainment issued by other Registered Training Organisations (RTO), regardless of the location, provided that the RTO is registered to offer units of competency which exist within the qualification offered by SBI and which may also exist in other Training Packages.

An application can be made for RPL when the student believes that they have already attained the necessary skills and competencies elsewhere (work other study etc.). An RPL application form is available from Administration Services upon request.

The student will be required to provide documentation to support their application. The application will be processed and an assessment made as to the success or otherwise of the application. The student will be notified in writing of the result. The Student must sign (or otherwise accept) the 'Record of Course Credit Granted'.

Note: to be available to students (it is highly recommended that students purchase their own device to ensure that there is no limitation). In addition, SBI has made a fully equipped computer lab, free Wi-Fi access as well as a library available to students which they can use for self-study during SBI business hours.

UNITS OF COMPETENCY	
CODE	TITLE
BSBXCS402 (C)	Promote workplace cyber security awareness and best practices
ICTICT518 (E)	Research and review hardware technology options for organisations
BSBXTW401 (C)	Lead and facilitate a team
BSBCRT512(C)	Originate and develop concepts
BSBCRT511(E)	Develop critical thinking in others
BSBCMM511 (E)	Communicate with influence
ICTNWK536 (E)	Plan, implement and test enterprise communication solutions
ICTICT517 (C)	Match ICT needs with the strategic direction of the organization
ICTSAS527 (C)	Manage client problems
ICTSAS502 (E)	Establish and maintain client user liaison
ICTNWK529 (E)	Install and manage complex ICT networks
BSBPEF502 (E)	Develop and use emotional intelligence
ICTICT523 (E)	Gather data to identify business requirements
ICTPRG549 (E)	Apply intermediate object-oriented language skills
ICTPRG532 (E)	Apply advanced object-oriented language skills
ICTWEB513 (E)	Build dynamic websites
ICTPMG505 (E)	Manage ICT projects
ICTICT532 (C)	Apply IP, ethics and privacy policies in ICT environments
ICTWEB514 (E)	Create dynamic web pages
ICTWEB517 (E)	Create web-based programs

Students have at their disposal a computer lab with the necessary resources and computer equipment to learn programming, create presentations, repeat and reinforce topics taught in classrooms or research topics using the Internet. Students will have access to learning resources on LMS to assist them with self-learning time.

C - CORE   E - Elective

Sydney Business Institute