Knowledge is power!

Study this entry level qualification designed to provide you with the skills and knowledge required to use information computer technology (ICT) in any industry. A range of basic skill areas are covered including communication, information technology, digital literacy and computer maintenance.

**Location/S**

Bundaberg, Online

**Duration**

Full time: 6 months / up to 3 days per week
Online: up to 12 months

**Workload**

Full time
up to 3 days per week

**Delivery**

Online

**Course Delivery Options**

<table>
<thead>
<tr>
<th>WORKLOAD</th>
<th>LOCATION</th>
<th>DELIVERY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full time</td>
<td>Bundaberg</td>
<td>Classroom</td>
</tr>
</tbody>
</table>

**Entry Requirements**

Course Entry Requirements
No mandatory entry requirements for this
...more online

**Resources Required**

Face to Face Delivery: no additional resources are required.

Online Delivery:
...more online

**Costs**

**Full Fee | $2,472**

This is the total cost of the course.

Got a question?
Enquire about your full fee study options

**Subsidised | $884**

The Queensland Government will offset the cost of study for eligible students. You will still need to pay for a portion of your study costs. The amount above is what you will need to pay.

**Concession | $462**

You are eligible for the concession price of a course if you are eligible for subsidised training, and are listed on an Australian Government Low Income Health Care Card or Pensioner Concession Card, if you are Aboriginal or Torres Strait Islander, you hold a Department of Veterans’ Affairs Pensioner Concession Card, or if you have a disability.

Accurate as at 12 May 2017. For the latest information see:
tafeeastcoast.edu.au/course/9690

RTO 0275
CRICOS 03020E
**Outcome**

ICT20115 Certificate II in Information, Digital Media and Technology

**Job prospects**
- Keyboard Operators

**Units**

**Further Study:** ICT30115 - Certificate III in Information, Digital Media and Technology, ICT403154 - Certificate IV in Web-Based Technologies

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSBWHS201</td>
<td>Contribute to health and safety of self and others</td>
<td>Core</td>
</tr>
<tr>
<td>ICTICT201</td>
<td>Use computer operating systems and hardware</td>
<td>Core</td>
</tr>
<tr>
<td>ICTSAS203</td>
<td>Connect hardware peripherals</td>
<td>Elective</td>
</tr>
<tr>
<td>ICTICT206</td>
<td>Install software applications</td>
<td>Elective</td>
</tr>
<tr>
<td>ICTICT203</td>
<td>Operate application software packages</td>
<td>Core</td>
</tr>
<tr>
<td>ICTICT210</td>
<td>Operate database applications</td>
<td>Elective</td>
</tr>
<tr>
<td>ICTICT207</td>
<td>Integrate commercial computing packages</td>
<td>Elective</td>
</tr>
<tr>
<td>ICTICT202</td>
<td>Work and communicate effectively in an ICT environment</td>
<td>Core</td>
</tr>
<tr>
<td>ICTWEB201</td>
<td>Use social media tools for collaboration and engagement</td>
<td>Core</td>
</tr>
<tr>
<td>BSBUSUS201</td>
<td>Participate in environmentally sustainable work practices</td>
<td>Core</td>
</tr>
<tr>
<td>ICTICT204</td>
<td>Operate a digital media technology package</td>
<td>Core</td>
</tr>
<tr>
<td>ICTSAS201</td>
<td>Maintain inventories for equipment, software and documentation</td>
<td>Elective</td>
</tr>
<tr>
<td>ICTSAS205</td>
<td>Maintain ICT system integrity</td>
<td>Elective</td>
</tr>
<tr>
<td>ICTSAS206</td>
<td>Detect and protect from spam and destructive software</td>
<td>Elective</td>
</tr>
</tbody>
</table>

**Disclaimer**

Not all electives available at all campuses

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**HOW TO ENROL**

**Enrol now**

You're ready if you have:
- checked your important dates (under the course details tab)
- checked you meet the entry requirements (under the course details tab)
- checked your course costs and know which payment option is right for you (under the costs tab)
- Read the student rules and refund policy
- Created your Unique Student Identifier and can provide this code to TAFE Queensland
- If you are applying for a subsidised cost, please ensure you have all the relevant documents at time of enrolment

All done? Then head to the link below to complete your enrolment:
tafeeastcoast.edu.au/study-with-us/enrolment-fees/enrol

**Enrolment options**

By telephone: 1300 656 188.
In person: at any TAFE Queensland East Coast location.
Online: Full Fee paying students can enrol online

**Recognition of prior learning**

Fast-track your way to a formal qualification by earning credit for the things you already know. Getting recognition for the skills you've gained from the workplace or previous learning means less study time for you, and getting the paper to prove you're qualified a whole lot sooner.

More info:
tafeeastcoast.edu.au/study-with-us/career-changers-jobseeker/recognition-prior-learning/

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