ICT10115 Certificate I in Information, Digital Media and Technology

National ID: ICT10115 | State ID: AVY6

About this course

Do you want to become tech savvy?

This qualification delivers the fundamental computing skills that will enable you to prosper in the modern computing world. Even if you are not seeking a career path in IT, this qualification will prepare you for using a computer for word processing, spread sheets, electronic presentations, using the internet for communication and research, as well as using the various digital devices so prevalent in modern society.

Skills gained include:

- Using a personal computer
- Using the internet, email, social media, research and purchasing online
- Using software applications such as Microsoft Office, Excel and Power-point, and
- Using digital devices such as iPads, tables, digital cameras.

Our Focus on Flexible Options

Many of our courses offer flexible learning options that provide you with the opportunity to study whenever and wherever suits you. Flexible options can include online learning, workplace assessment, recognition of prior learning and correspondence type programs that can sometimes be supplemented by block or focussed delivery.

We strive to offer a mix of flexible options that suit your needs. Typically flexible learning options are open for
enrolment all year round, allowing you to start any time and completed within 6 months of your start date. Choose the right amount of units for you to study at any given time.

Our Self Paced External courses can be accessed anywhere and anytime, regardless of your geographical location!

**Overview**

Training at CRTAFE will be offered with a blended, flexible delivery model to enable social distancing measures during the COVID-19 pandemic. This approach may include a combination of online and classroom based delivery, as well as practical and work experience placements. While the mode of delivery may vary, the content and key learning outcomes of the course will remain the same. Lecturers will provide specific instructions to their student groups on how training will be undertaken and the support available to them.

**Study pathway**

- **Certificate II in Information, Digital Media and Technology**
- **Certificate III in Information, Digital Media and Technology**
- **Certificate IV in Digital Media Technologies**
- **Diploma of Digital Media Technologies**

**Further study opportunities**

Central Regional TAFE has many further study opportunities available. Check out our Course Guide for all your future study options.

**Job opportunities**

- Your guide to Australian careers

Job opportunities include: IT assistant or an office assistant.
Important information

Additional Resources
Learners may be required to provide additional resources for this course. Details are provided in the Pre-Enrolment Information Pack.

Disclaimer
Courses at Central Regional TAFE are delivered subject to resources and demand. For the latest information, check with the appropriate campus, as course availability may be subject to review and change.

Fees and charges
Find our Indicative Price List here.

At Central Regional TAFE, three types of fees may be charged.

Course Fees
The course fee is determined by multiplying the tuition fee rate by the nominal hours, which is the number of hours in which an average student could be expected to complete each unit.

Resource Fees
Resource fees are charges for materials that are considered essential to a course or unit of study and which do not form part of the course fee. The resource fee covers materials purchased by the College to be consumed or transformed by students in the course of instruction, such as workshop materials, workbooks and essential uniforms.

Other Fees
Other fees may be charged for goods or services that are not essential to the course such as parking, membership to student organisations and security passes.

In addition to these fees students may need to purchase textbooks, uniforms and other course specific equipment. Your Pre Enrolment Information package will provide additional information if these are required.

Please note, fees are subject to change.