



TRAINING & ASSESSMENT STRATEGY

ICT60115 Advanced Diploma of Information Technology

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Training and Assessment Strategy

Name of RTO	Canterbury Technical Institute			
Training Package	ICT50715 Information & Communication Technology Training Package			
Code and title of qualification	ICT60115 Advanced Diploma of Information Technology CRICOS Code: 096769A 5 Core units, 11 Electives, Total 16 Units			
Units of competencies				
Cluster Name	Unit Code	Unit Name	Nominal Hours	Core / Elective
Lead IT Teams	ICTICT610	Manage copyright, ethics and privacy in an ICT environment	70	Core
	BSBWOR502	Lead and manage team effectiveness	75	Core
	ICTICT608	Interact with clients on a business level	75	Elective
	BSBINN601	Lead and manage organisational change	80	Elective
Manage IT Projects	ICTPMG609	Plan and direct complex ICT projects	75	Core
	ICTPMG606	Manage ICT project quality	75	Elective
	ICTICT606	Develop communities of practice	80	Elective
	ICTSUS601	Integrate sustainability in ICT planning and design projects	70	Core
Manage Business Systems	BSBMGT608	Manage innovation and continuous improvement	70	Elective
	ICTICT604	Identify and implement business innovation	80	Elective
	ICTDBS602	Develop a knowledge management strategy	80	Elective
	ICTICT605	Implement a knowledge management strategy	70	Elective
Data Security and Management	ICTNWK616	Manage security, privacy and compliance of cloud service deployment	70	Elective
	ICTPRG604	Create cloud computing services	75	Core
	ICTDBS601	Build a data warehouse	80	Elective
	ICTDBS501	Monitor and improve knowledge management system	75	Elective

Clients	<p>CTI's clients for this qualification are dominantly international students coming from South American nations, South Korea, Taiwan, Thailand and European countries.</p> <p>Entry requirements for students:</p> <ul style="list-style-type: none"> • An overall IELTS band 5.5 or equivalent and above • 18 years and above with a High School Certificate (Year 12) • Students will / may have to meet the entry criteria's depending on individual qualification requirements. <p>Qualification Pathways</p> <p>There are no entry requirements for this qualification. (As per ICT15 Information and Communication Technology Training Package Version 3.1)</p> <p>Pathways INTO the qualification</p> <p>Preferred pathways for candidates considering this qualification noting a reduced duration of 52 week from 78 weeks include:</p> <ul style="list-style-type: none"> • After achieving ICT50715 Diploma of Software Development, or other relevant IT qualifications or units equivalent to the core of ICT50715 as listed below – <ul style="list-style-type: none"> - ICTICT418 Contribute to copyright, ethics and privacy in an IT environment - ICTPRG502 Manage a project using software management tools - ICTPRG4i8 Apply intermediate programming skills in another language - ICTPRG527 Apply intermediate object-oriented language skills - ICTPRG501 Apply advanced object-oriented language skills - ICTPRG523 Apply advanced programming skills in another language - ICTPRG504 Deploy an application to a production environment - ICTPRG529 Apply testing techniques for software development OR • With demonstrated vocational experience in a range of programming-related work environments in software programming, application programming, web development or similar. • Overseas candidates must provide evidence of successful completion of an IT course which meets the unit outcomes as mentioned above. • If candidate already holds a Certificate II, III, IV or Dip of IT, he/she will need to submit verified Certificates / Statement of Attainment for recognition purposes. <p>Pathways FROM the qualification</p> <p>ICT15 Vocational Graduate Certificate or Bachelor degree qualifications or other higher education sector qualifications.</p>
Training and assessment arrangements	<p>Duration</p> <p>The training program for Diploma of Software Development is conducted over a 52-week period reduced from a standard 78 week duration (includes term breaks) and is divided into 4 clusters.</p> <p>CTI students will attend class equivalent to 20 hours per week in full-time mode. Additional self paced study resources are also made available.</p>

Organisation – Training units combinations

The ICT60115 program contains 16 units (5 Core & 11 Elective) and will be delivered at the organisation's training centre.

To meet the requirements of the Advanced Diploma qualification involves the completion of all 16 units.

Organisation's Delivery plan

All units within this qualification are combined into 4 clusters (Refer to cluster breakdown). A logical sequence is maintained for all the clusters.

Where applicable unit assessments having similar elements / criteria's / outcomes will be combined with appropriate assessment tools (Refer to the assessment plan to review the assessment tools used in the qualification) to achieve holistic assessment requirements to complete the qualification.

The clusters are placed in a logical sequence to achieve critical aspects of assessments for progressive development of competency achieved from previous units / clusters. Units within clusters have multiple assessment tools to simulate / reflect real time workplace requirements.

The qualification combines face-to-face trainer led theory/practical classes involving small groups/ individual activities, within a simulated environment resembling a workplace setting as close as possible. Additional self-paced study is also made available using regularly updated server based resources.

RPL

Students, who hold a Certificate IV and or a Diploma of IT, will need to submit verified Certificate/Statement of Attainment (issue by a RTO) for recognition purposes. Students with either a Certificate or Statement of Attainment for Certificate IV and or a Diploma of IT units will be exempted from common/elective units.

LLN

Canterbury Technical Institute is committed to provide education opportunities to its students from non- English- speaking background (NESB).

Canterbury Technical Institute will use enrolment procedures aimed at ensuring that only students with the requisite LLN skills enrol in its courses as stated in its Assessing student's qualifications and English language proficiency Policy and Procedure.

Canterbury Technical Institute recognises the need to pay particular attention to issues related to language in its training and assessment, in order to cater to the needs of the largest section of its target market, i.e. NESB students.

Canterbury Technical Institute will take all reasonable measures to ensure that its staff are aware of the students' specific learning needs and make reasonable adjustments to training and assessment practices to cater for such needs.

Canterbury Technical Institute reserves the right to refer students whose English language proficiency is demonstrably inadequate for their course to enrol in a package course comprising an ELICOS course of sufficient duration in an approved English Language Teaching (ELT) Centre.

If after the commencement of a program it is identified that a student has a Language, Literacy and Numeracy (LLN) issue; our staff can discuss different ways of conducting training and assessment to assist students to access additional tutorial (generally on Fridays) with the Head Trainer or LLN specialist.

Students requiring any assistance or support with language, literacy or numeracy should speak confidentially with their trainers and assessor who will call on the Head Trainer and/or other assessors for assistance and guidance as required.

	Cluster Name	Units of Competency
	Lead IT Teams	ICTICT610
		BSBWOR502
		ICTICT608
		BSBINN601
	Manage IT Projects	ICTPMG609
		ICTPMG606
		ICTICT606
		ICTSUS601
	Manage Business Systems	BSBMGT608
		ICTICT604
		ICTDBS602
		ICTICT605
	Data Security and Management	ICTNWK616
		ICTPRG604
		ICTDBS601
		ICTDBS501

Delivery modes**Simulated workplace environment**

CTI ensures that the training delivered is to the standards of a real workplace environment. To meet this requirement CTI has implemented a variety of assessment tools that will be implemented during the course of the qualification. These assessment tools assess various different elements of a real / actual workplace however in a simulated training environment.

CTI meets the need for a real-time workplace simulation environment by:

- A dedicated computer lab to reflect a real-time work environment for all practical training components of the course.
- The CTI trainers represent the role of a real client and portray the workplace demands while working on projects. This includes role play of difficult & diverse type customers.
- Students prepare time lines, schedule milestones, communicate, prepare documentation, conduct training in accordance with the client (trainer)
- Working as a team (group work/assignments), fulfilling responsibilities and expectations of the job and workplace.
- Assignments, which include multi-tasking, different roles within assignments, using workplace policies and templates.

Emphasis will be made to reflect real work situations in order to develop skills identified in the “employability skills” for this qualification. Those skills may include:

Evidence-gathering techniques / Assessment tools**A. Practical Tools**

- a. Demonstration
- b. Programming / Projects
- c. Diagrammatical Representation
- d. Design Algorithm
- e. Troubleshooting

B. Written Tools

- a. Report Writing
- b. Case Scenario – Problem Solving
- c. Written Exam
- d. Research Documentation

C. Observation Tools

- a. Role Play
- b. Help Desk
- c. Presentation
- d. Discussion
- e. Oral Questioning

Combinations of these methods will be used for most situations (eg. observations and oral questioning)

Cluster	Unit of competency	A	B	C
Lead Teams	ICTICT610		✓	✓
	BSBWOR502	✓	✓	✓
	ICTICT608		✓	✓
	BSBINN601	✓	✓	✓
Manage IT Projects	ICTPMG609	✓	✓	
	ICTPMG606		✓	✓
	ICTICT606		✓	✓
	ICTSUS601	✓	✓	

	Manage Business systems	BSBMGT608		✓	✓
		ICTICT604	✓	✓	✓
		ICTDBS602	✓	✓	✓
		ICTICT605		✓	✓
	Data Security and Management	ICTPMG503	✓	✓	
		ICTPRG504	✓	✓	
		ICTPRG520	✓	✓	
		ICTPRG529	✓	✓	
	Please contact Student Services (andrea@cti.qld.edu.au) for more information on Evidence gathering techniques or Assessment tools.				
	Schedule The training program is conducted over 52 week period. Please contact Student Services (rahul@cti.qld.edu.au) for a copy of the timetable. Evidence-gathering techniques takes place throughout the whole process and units of competency are assessed individually and within the cluster organisation.				
	Delivery and assessment staff All trainers/Assessors hold Certificate IV in Training and Assessment TAE40110, vocational qualifications at least up to the same level they are delivering and assessing and proven relevant industry experience. Staff Matrix is available for review on request.				
	Assessment validation process Student Services & Academic Manager & Head IT trainer contact representatives from industry / enterprises on a regular basis to check that the performance standards required in the program are consistent with industry practice. CTI Student Services & Academic Manager and Trainers conduct validation reviews as per CTI validation and moderation schedule. Reviews confirm the evidence-gathering techniques and the required standards of performance and reviewing assessment tools and decisions. Student Services & Academic Manager along with the Head IT trainer have responsibility for developing, managing and monitoring strategies that ensure consistency in assessment. Validation meetings are lead by the Student Services & Academic Manager with the participation of assessors involved in a units being reviewed. For each cluster / unit of competency there are resources and benchmark answers available for all trainers/assessors. These can comprise of samples of model answers and or candidate work that is considered to be exemplary. There is also a continuous feedback process in place, which involves gathering information from candidates, employers and other users of the assessment process to guide the continual improvement process.				

Industry Consultation

CTI has liaised with the following organizations / individuals for its industry consultation for ICT15 Package. Validation documentation is available on request.

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Other requirements

All staff involved in the delivery and assessment of this qualification, have direct access to the current version of the ICT15 Information & Communication Technology Training Package, including the appropriate units of competency, assessment guidelines and qualification structure.

All staff involved in delivering the program, have access to trainer, assessor and candidate support materials relevant to their areas of delivery and assessment. Cluster Folders include specific documents such as: Training Program, Sessions Plans, Student Guide, Assessment Plan, Evidence Gathering Matrix, Marking Guide and Assessment Tools.

Pathways

This qualification provides the skills and knowledge for an individual to be competent in programming and IT project and business systems management. A person with this qualification would be effective in a senior ICT role within organisations. The qualification builds on a base core of management competencies, with specialist and general elective choices to suit particular ICT and business needs, especially in the areas of knowledge management and IT systems development.

Career & Pathway opportunities:

- senior IT role within organisations
- IT Systems Manager
- IT consultant
- IT Security Systems Manager
- assistant software developer
- Database programmer
- web programmer
- The course also provides a path (advanced standing) for those intending to further study into a Bachelor Degree