



Australian Government

ICT10115 Certificate I in Information, Digital Media and Technology

Release 1

ICT10115 Certificate I in Information, Digital Media and Technology

Modification History

Release	Comments
Release 1	This qualification first released with ICT Information and Communications Technology Training Package Version 1.0.

Qualification Description

This qualification provides the skills and knowledge for individuals to safely perform foundation digital literacy tasks using a personal computer and a range of software applications and digital devices.

Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements

Nil

Packaging Rules

Total number of units = 6

4 core units plus

2 elective units

The elective units consist of:

- up to 2 from the elective units listed below
- up to 1 from elsewhere in the ICT Information and Communications Technology Training Package or any other Training Package or accredited course at Certificate I or II level.

The elective units chosen must be relevant to the work outcome and meet local industry needs.

Core units

ICTICT101 Operate a personal computer

ICTICT102 Operate word-processing applications

ICTICT103 Use, communicate and search securely on the internet

ICTICT104 Use digital devices

Elective units

BSBWHS201 Contribute to health and safety of self and others

BSBSUS201 Participate in environmentally sustainable work practices

BSBCMM101 Apply basic communication skills

ICTICT105 Operate spreadsheet applications

ICTICT106 Operate presentation packages

ICTICT107 Use personal productivity tools

ICTICT108 Use digital literacy skills to access the internet

Qualification Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICT10115 Certificate I in Information, Digital Media and Technology	ICA10111 Certificate I in Information, Digital Media and Technology	Updated to meet Standards for Training Packages	Equivalent qualification

Links

Companion volumes available from the IBSA website:

http://www.ibsa.org.au/companion_volumes - http://www.ibsa.org.au/companion_volumes