



## ICT10115 Certificate I in Information, Digital Media and Technology

This course 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.

### Career Opportunities

- This qualification provides foundation digital literacy skills to support a wide range of varying industry occupations.

*Please note: Completion of this qualification does not guarantee an employment outcome.*

### Core Units of Competency

- 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 of Competency

- ICTICT105 - Operate spreadsheet applications
- ICTICT106 - Operate presentation packages
- ICTICT107 - Use personal productivity tools
- ICTICT108 - Use digital literacy skills to access the internet

### Duration

ICT10115 Certificate I in Information, Digital Media and Technology runs three days a week Tuesday to Thursday 9 am - 3 pm and can be completed over a six (6) month period with full-time study.

### Training Location & Modes of Delivery

All training is conducted onsite at Tauondi College Campuses utilising a combination of class based delivery and practical assessment.

### Entry Requirements

The eligibility criteria is vital in ensuring successful completion of the Certificate. Applicants must meet the minimum requirements for enrolment, including:

- Be a minimum of 16 years of age
- Be of Aboriginal or Torres Strait Islander descent
- Possess a valid Unique Student Identifier (USI)
- Complete a Tauondi LL&N assessment





## **Fees**

This qualification is provided to Aboriginal and Torres Strait students at no charge. However, please be aware that there are limitations on the number of qualifications a person may study under the Abstudy program. For further details please contact Centrelink in person or by phone on 132 307.

## **Recognised Prior Learning**

Tauondi Aboriginal College recognises the importance of skills and knowledge that you bring to the college. You may have gained these in the workforce, through previous study or even life experience.

Recognition of Prior Learning (RPL) is a process that tries to match these skills and knowledge to the outcomes of your chosen course.

Tauondi will recognise any qualifications and statements of attainment gained from other registered training organisations.

If you are interested in RPL opportunities, contact student services at Tauondi or refer to the Student Handbook for more details.

## **Enrolment**

For further details on ICT10115 Certificate I in Information, Digital Media and Technology please contact Student Services:

- in person
- by email [studentservices@tauondi.sa.edu.au](mailto:studentservices@tauondi.sa.edu.au)
- by phone on 08 8240 0300

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## **Tauondi Aboriginal College (RTO Code: 2370)**

Tauondi is a Kurna word, meaning to penetrate or break through. The name of the College acknowledges the Kurna people, our hosts and the traditional owners of this land.

We acknowledge Aboriginal and Torres Strait Islander Peoples as the Traditional Owners of this country throughout Australia, and their connection to Land and Community. We pay our respect to them and their cultures, and to the Elders both past and present.

Address: 1 Lipson Street, Port Adelaide SA 5015  
Telephone: 08 8240 0300  
Web: [www.tauondi.sa.edu.au](http://www.tauondi.sa.edu.au)

