

C3-BD33 Certificate III in Information, Digital Media and Technology ICT30118

Timetable: Semester 2, 2020 (The ICT Department has set full-time schedules available that ensure no class clashes, see options on pages 5-10, these include blockcodes that will enrol students into all classes except those identified in the notes for each full-time option)

Core competencies

Competency Clusters	Description (Competencies delivered)	Class times	Enrolment Block Codes/CRNs
WHS Communication & Consultation*	<ul style="list-style-type: none"> OHSS 505 Participate effectively in WHS communication and consultative processes (BSBWHS304) 	Mixed Mode Optional Tutorial* MON 0900-1100 Room: D232	54799 Full
Operating Systems Basics	<ul style="list-style-type: none"> INFT 193 Install and optimise operating system software (ICTICT302) INFT 1034 Run standard diagnostic tests (ICTSAS308) COMM 161 Provide ICT advice to clients (ICTSAS305) 	TUE 0930-1200 Online Tutorial	OPSYSBAS1 (NW Only)* Full
		TUE 1330-1600 Online Tutorial	OPSYSBAS2 (Apps Only)*
		MON 1800-2030 Online Tutorial	54446 nw/apps & 54447 nw/apps & 54448 nw/apps & 54450 apps only full
		MON 1400-1630 Online Tutorial	OPSYSBAS4 (NW Only)*
Communicate Information TERM 3 Or TERM 4	<ul style="list-style-type: none"> COMM 505 Communicate Information (RIICOM301) 	WED 1000-1200 Online Tutorial Term 3 Only	54490 Full
		THU 1000-1200 Online Tutorial Term 3 Only	54491
		THU 1800-2000 Online Tutorial Term 4 Only	54817 Start Date: 12/10/2020
		TUE 1000-1200 Online Tutorial Term 4 Only	54818 Start Date: 12/10/2020

*Students undertaking Networking/Infrastructure must choose from OPSYSBAS1, evening crn's (3 only), or OPSYSBAS4

*Students undertaking Web/Applications must choose from OPSYSBAS2 or evening Crn's (all 4)

Competency Clusters	Description (Competencies delivered)	Class times	Enrolment Block Codes/CRNs
Working in IT TERM 3	<ul style="list-style-type: none"> INFT 701 Work and communicate effectively in an IT environment (ICTICT202) 	Online Term 3 Only	54495 Optional Tutorial* Wed 1600-1700 Online Full
Create User Documentation TERM 4	<ul style="list-style-type: none"> INFT 460 Create user documentation (ICTICT301) 	Online Term 4 Only	54821 Start Date: 12/10/2020 Full
Sustainable Work Practices TERM 4	<ul style="list-style-type: none"> ADMN 197 Implement and monitor environmentally sustainable work practices (BSBSUS401) 	Online Tutorial MON 1100-1300 Term 4 Only	54822 Start Date: 12/10/2020 Full

* All Tutorials are optional for standard students; international students are required to attend all sessions.

CIT has two terms for each semester, but students should enrol at the beginning of semester for both terms, some classes will run for the full semester, and some will only run for either Term 3 or Term 4. Term 4 classes will ask you to identify a start date, if prompted your start date is 12/10/2020.

In addition to those subjects listed above, students must choose one elective stream (either Networking, or Web/Applications). Each elective stream will lead to a different pathway for further studies. Students are required to choose one elective stream only. Elective stream subjects and class times are outlined on the following pages.

Competencies and Clusters:

Some classes deliver training across several competencies due to a close relation in content. The ICT refers to classes as Clusters, that may include one or more competencies. When choosing a class time in a cluster with several competencies, you are enrolling for every competency listed in that cluster. Students should choose only one corresponding class time for each cluster by entering the CRN or Block code corresponding to each class time.

Full-time Students:

Full time students should undertake all Core subjects, and **one** elective stream. Full-time students are able to complete the Certificate III in Information, Digital Media and Technology in one semester.

Part-time Students:

Part-time students may choose to any number of classes (note that some competencies are delivered together in the one class and must be undertaken at the same time). The number of classes undertaken will determine the length of study required to complete the program.

Elective competencies: students must select **one** of the following two Streams to complete the Certificate III

Infrastructure/Networking Stream

Competency Clusters	Description (Competencies delivered)	Class times	Enrolment Block Codes/CRNs
Networking Essentials	<ul style="list-style-type: none"> INFT 204 Install and manage network protocols (ICTNWK305) INFT 191 Determine and action network problems (ICTNWK302) INFT 836 Install and configure a small office home office network (ICTSAS307) 	WED 1800-2100 Online Tutorial	NETWORKF2
		THU 0900-1200 Online Tutorial	NETWORKF3
		THU 1300-1600 Online Tutorial	NETWORKF4
		FRI 0900-1200 Room: D232	NETWORKF1
Network Operating Systems	<ul style="list-style-type: none"> INFT 187 Configure and administer a network operating system (ICTNWK303) INFT 198 Provide basic system administration (ICTSAS304) INFT 199 Provide network systems administration (ICTNWK301) 	THU 0900-1200 Online Tutorial	NOS1 Full
		THU 1300-1600 Room: D203/4	NOS2 Full
		THU 1800-2100 Online Tutorial	NOS3
Hardware Basics Labs PLUS Lecture Below	<ul style="list-style-type: none"> COMP 148 Administer network peripherals (ICTNWK304) INFT 189 Connect internal hardware components (ICTICT303) INFT 471 Care for computer hardware (ICTSAS303) 	TUE 1330-1530 Room: D223	HARDWAREB1 Full
		WED 0930-1130 Room: D223	HARDWAREB2 Full
		WED 1400-1600 Room: D223	HARDWAREB3 Full
		MON 1130-1330 Room D223	HARDWAREB4
Hardware Basics Lecture	<ul style="list-style-type: none"> ON-LINE LECTURE FOR ABOVE UNITS (NO CRNS), ENGAGE WITH WEEKLY LECTURE AT EITHER TIME 	MON 1830 – 2030 OR FRI 1300 - 1500	

Students enrolling into Hardware Basics attend select one lab time and corresponding BlockCode for the Semester. All hardware basics students also need to undertake one on-line lecture per week (online lectures are available through elearn under the Hardware Basics listing, students, lectures do not require any CRNs and students may choose which session to take on a weekly basis)

Note: You will need your Class Reference Numbers (CRNs) or Block Codes to enrol. You will find these in the timetable below.

Web Development/Applications Stream

Competency Clusters	Description (Competencies delivered)	Class times	Enrolment Block Codes/CRNs
Designing for the Web	<ul style="list-style-type: none"> INFT 822 Produce digital images for the web (ICTWEB303) MEDA 373 Create visual design components (CUDIG304A) 	THU 1400-1600 Online Tutorial	DESIGNWEB Full
Creating Websites	<ul style="list-style-type: none"> INFT 825 Design simple web page layouts (ICTWEB414) INFT 821 Build simple websites using commercial programs (ICTWEB302) 	MON 1400-1700 Online Tutorial	WEBCREATN Full
Programming Concepts TERM 3	<ul style="list-style-type: none"> INFT 776 Apply introductory programming techniques (ICTPRG301) 	TUE 1000-1200 Room: D232 Term 3 Only	54497 Full
Social Media Tools	<ul style="list-style-type: none"> INFT 819 Use social media web tools for collaboration and engagement (ICTWEB201) 	FLEX	Reid: 52580 Tuggeranong: 52579 Gungahlin: 52581
Review and Maintain a Website	<ul style="list-style-type: none"> EBUS 110 Review and maintain a website (BSBEBU401) 	FLEX	Reid: 52577 Tuggeranong: 52576 Gungahlin: 52578
Database Essentials	<ul style="list-style-type: none"> COMP 387 Use simple relational databases (BSBITU311) 	FLEX	Reid: 52543 Tuggeranong: 52542 Gungahlin: 52544
System Software Changes TERM 4	<ul style="list-style-type: none"> INFT 366 ICTICT304 Implement system software changes (ICTICT304) 	See Opsys apps options	Included in OPSYS CRNs and Class Times
		See Opsys apps options	

FLEX: Flexible delivery

Except for *Communicate Information* ALL SUBJECTS are available flexibly at Gungahlin, Reid and Tuggeranong. Crns for flexible delivery are indicated in the timetable section on page 2, students need to select crns relevant to their chosen primary flexible study campus (ie Reid, Tuggeranong or Gungahlin), choose the crn's for one flexible campus only (ie do not enter crns for Reid and Gungahlin). Flexible Delivery classes are self paced and require students to complete in 20 weeks from their nominated start date. Students may enrol into flex classes at any time.

Term and Semester Dates 2020

Semester 1		Semester 2	
Term 1	Monday, 27 February 2020 - Thursday, 9 April 2020	Term 3	Monday, 27 July 2020 - Friday, 25 September 2020
Term 2	Tuesday, 28 April 2020 - Friday, 19 June 2020	Term 4	Monday, 12 October 2020 - Friday, 04 December 2020

Term 3 Timetable

C3-BD33 Certificate III in Information, Digital Media and Technology ICT30118 (Networking **full-time** option 1) At a Glance

BLOCKCODE ALL CLASSES (not including Options – see notes below): C3NETWFT1

	Monday	Tuesday	Wednesday	Thursday	Friday
0900-0930	WHS Comm & Consult 54799 Optional Tutorial Mon 0900-1100 Room: D232	Operating Systems Basics OPSYSBAS1 TUE 0930-1200 Online Tutorial	Communicate Information 54490 WED 1000-1200 Online Tutorial Term 3 Only	Networking Essentials NETWORKF3 THU 0900-1200 (Online Option)	Networking Essentials NETWORKF1 FRI 0900-1200 Room: D232 (In-Class Option)
0930-1000					
1000-1030					
1030-1100					
1100-1130	Hardware Basics LAB HARDWAREB4 TUE 1330-1530 (Lab Option 3) Room: D223	Hardware Basics LAB HARDWAREB1 TUE 1330-1530 (Lab Option 1) Room: D223	Hardware Basics LAB HARDWAREB3 WED 1400-1600 (Lab Option 2) Room: D223	Network Operating Systems NOS2 THU 1300-1600 Room: D203/4	Hardware Basics Lecture FRI 1300-1500 On-line
1130-1200					
1200-1230					
1230-1300					
1300-1330					
1330-1400					
1400-1430					
1430-1500					
1500-1530					
1530-1600					
1600-1630					
1630-1700					
1700-1730					
1730-1800					

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The block code in **red** under the **page heading** will enrol you into all classes except those blocks that have more than one option. Full-Time students need to also submit an additional block code for Hardware Basics, and Network Essentials corresponding to their option of choice. Block codes are indicated in each timeslot.

Term 4 Timetable

C3-BD33 Certificate III in Information, Digital Media and Technology ICT30118 (Networking **full-time** option 1) At a Glance

BLOCKCODE ALL CLASSES: C3NETWFT1

	Monday	Tuesday	Wednesday	Thursday	Friday
0900-0930	WHS Comm & Consult 54799 Optional Tutorial Mon 0900-1100 Room: D232	Operating Systems Basics OPSYSBAS1 TUE 0930-1200 Online Tutorial		Networking Essentials NETWORKF3 THU 0900-1200 (Online Option)	Networking Essentials NETWORKF1 FRI 0900-1200 Room: D232 (In-Class Option)
0930-1000					
1000-1030					
1030-1100					
1100-1130	Sustainable Work 54822 Online Tutorial MON 1100-1300 Term 4 Only				
1130-1200					
1200-1230					
1230-1300					
1300-1330				Network Operating Systems NOS2 THU 1300-1600 Room: D203/4	Hardware Basics Lecture FRI 1300-1500 On-line
1330-1400	Hardware Basics LAB HARDWAREB1 TUE 1330-1530 (Lab Option 1) Room: D223	Hardware Basics LAB HARDWAREB3 WED 1400-1600 (Lab Option 2) Room: D223			
1400-1430					
1430-1500					
1500-1530					
1530-1600					
1600-1630					
1630-1700					
1700-1730					
1730-1800					

Term 3 Timetable

C3-BD33 Certificate III in Information, Digital Media and Technology ICT30118 (Networking full-time option 2) At a Glance

BLOCKCODE ALL CLASSES: C3NETWFT2

	Monday	Tuesday	Wednesday	Thursday	Friday
0900-0930	WHS Comm & Consult 54799 Optional Tutorial MON 0900-1100 Room: D232			Network Operating Systems NOS1 THU 0900-1200 Online Tutorial	Networking Essentials NETWORKF1 FRI 0900-1200 Room: D232 (In-Class Option)
0930-1000			Hardware Basics LAB HARDWAREB2 WED 0930-1130 (Lab Option 1) Room: D223		
1000-1030					
1030-1100					
1100-1130					
1130-1200	Hardware Basics LAB HARDWAREB4 TUE 1330-1530 (Lab Option 3) Room: D223				
1200-1230					
1230-1300					
1300-1330					
1330-1400				Networking Essentials NETWORKF4 THU 1300-1600 Online Tutorial (Online Option)	Hardware Basics Lecture FRI 1300-1500 On-line
1400-1430	Operating Systems Basics OPSYSBAS4 Mon 1400-1630 Online Tutorial		Hardware Basics LAB HARDWAREB3 WED 1400-1600 (Lab Option 2) Room: D223		
1430-1500					
1500-1530					
1530-1600					
1600-1630					
1630-1700					
1700-1730					
1730-1800					

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The block code in **red** under the **page heading** will enrol you into all classes except those blocks that have more than one option. Full-Time students need to also submit an additional block code for Hardware Basics, and Network Essentials corresponding to their option of choice. Block codes are indicated in each timeslot.

Term 4 Timetable

C3-BD33 Certificate III in Information, Digital Media and Technology ICT30118 (Networking full-time option 2) At a Glance

	Monday	Tuesday	Wednesday	Thursday	Friday
0900-0930	WHS Comm & Consult 54799 Optional Tutorial MON 0900-1100 Room: D232			Network Operating Systems NOS1 THU 0900-1200 Online Tutorial	Networking Essentials NETWORKF1 FRI 0900-1200 Room: D232 <i>(In-Class Option)</i>
0930-1000			Hardware Basics LAB HARDWAREB2 WED 0930-1130 <i>(Lab Option 1)</i> Room: D223		
1000-1030		Communicate Information 54818 TUE 1000-1200 Online Tutorial Term 4 Only			
1030-1100					
1100-1130	Sustainable Work 54822 Online Tutorial MON 1100-1300 Term 4 Only				
1130-1200					
1200-1230					
1230-1300					
1300-1330					Hardware Basics Lecture FRI 1300-1500 On-line
1330-1400				Networking Essentials NETWORKF4 THU 1300-1600 Online Tutorial <i>(Online Option)</i>	
1400-1430	Operating Systems Basics OPSYSBAS4 MON 1400-1630 Online Tutorial		Hardware Basics LAB HARDWAREB3 WED 1400-1600 <i>(Lab Option 2)</i> Room: D223		
1430-1500					
1500-1530					
1530-1600					
1600-1630					
1630-1700					
1700-1730					
1730-1800					

Term 3 Timetable

C3-BD33 Certificate III in Information, Digital Media and Technology ICT30118

(Applications full-time option 1) At a Glance. BLOCK CODE FOR ALL CLASSES (except Flexible Learning): C3APPSFT1

	Monday	Tuesday	Wednesday	Thursday	Friday
0900-0930	WHS Comm & Consult 54799 Optional Tutorial Mon 0900-1100 Room: D232				
0930-1000					
1000-1030		Programming Concepts 54497 Term 3 TUE 1000-1200 Room: D232		Communicate Info 54491 Term 3 THU 1000-1200 Online Tutorial	
1030-1100					
1100-1130					
1130-1200					
1200-1230					
1230-1300					
1300-1330					
1330-1400		Operating Systems Basics OPSYSBAS2 Semester Based TUE 1330-1600 Online Tutorial		Designing for the Web DESIGNWEB THU 1400-1600 Online Tutorial	
1400-1430	Creating Websites WEBCREATN MON 1400-1700 Online Tutorial				
1430-1500					
1500-1530					
1530-1600					
1600-1630					
1630-1700					
1700-1730					
1730-1800					

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Term 4 Timetable

C3-BD33 Certificate III in Information, Digital Media and Technology ICT30118 (Applications full-time option 1) At a Glance

	Monday	Tuesday	Wednesday	Thursday	Friday
0900-0930	WHS Comm & Consult 54799 Optional Tutorial Mon 0900-1100 Room: D232				
0930-1000					
1000-1030					
1030-1100					
1100-1130	Sustainable Work 54822 Online Tutorial MON 1100-1300 Term 4 Only				
1130-1200					
1200-1230					
1230-1300					
1300-1330					
1330-1400		Operating Systems Basics OPSYSBAS2 Semester Based TUE 1330-1600 Online Tutorial			
1400-1430	Creating Websites WEBCREATN MON 1400-1700 Online Tutorial			Designing for the Web DESIGNWEB THU 1400-1600 Online Tutorial	
1430-1500					
1500-1530					
1530-1600					
1600-1630					
1630-1700					
1700-1730					
1730-1800					

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