

PACKAGE / COURSE LEARNING & ASSESSMENT STRATEGIES GUIDE

Package / Course Title: ICA05 - Information and Communications Technology

Certificate I in Information Technology – ICA10105

Operate computer hardware - ICAU2005B

Target groups This qualification provides the skills and knowledge for an individual to function at a basic level of ICT competency in the contemporary information society. It will enable a person to undertake basic ICT functions using a personal computer and to engage in fundamental online activities. It could be described as 'the community standard in ICT literacy' and may be wholly or partially used as an access and equity program. The qualification provides for basic computer skills in the workplace and as such small to medium enterprises will find the contents of this qualification useful at a basic ICT user level. The contents of this qualification may also provide supplement existing roles in other industries where basic ICT skills have become necessary.

TRAINING DELIVERY

Strategies	Performance Indicators	Resources
Discussion of hardware components and their function	Develop skills required to identify computer hardware components.	Access to appropriate software and hardware
Project work	Develop understanding of the inter-relationship between hardware and software, applications, operating systems and computer platforms.	
Case study	Develop ability to follow OH&S standards and organisational policies and procedures when using computer input equipment.	Access to appropriate case study scenario/s and OHS policies and procedures
Work placement or realistic simulation	All elements	Access to appropriate workplace or simulation

ASSESSMENT

Strategies	Performance Indicators	Resources
Oral/ Written	Identify and explain computer hardware components.	Access to appropriate software and hardware
	Demonstrate understanding of the inter-relationship between hardware and software, applications, operating systems and computer platforms.	
Project work	Demonstrate ability to determine, select, explain and use hardware components, peripheral equipment and consumables correctly and efficiently.	
	Follow OH&S standards and organisational policies and procedures when using computer input equipment.	Access to appropriate OH&S policies and procedures
Observation in the workplace or simulated work environment	All elements	Access to appropriate workplace or simulation

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List any special requirements / issues / amendments for any particular target group:

The following unit is a prerequisite for this competency:

- *ICAU1128B Operate a personal computer*