

Certificate IV in Information Technology (Networking) [ICA40405]



NSW Vocational
Education & Training
Accreditation Board

Course Suitability

This course has general suitability for many networking professionals who have industry experience in an IT or ITC environment e.g.

- Network Administrator
- Network Manager
- Network Operations Analyst
- Network Operations Engineer
- Network Operations Technician
- Network Technician



Course & Vocational Outcomes

The course consists of 9 core modules that deliver skills and knowledge in:

- Locating and Actioning Faults
- Professional Development
- Determining Business Needs
- Automating Processes
- Installing Hardware and Software to a Network
- Hardware Operating Systems
- Supporting System Software
- Networking Security
- System Security
- Advanced Network Installation
- Building an Intranet
- Managing Simple Projects

Enrolment Options

- Private enrolment
- Employer sponsored enrolment
- Traineeship enrolment*
 - New Workers
 - Existing Workers

* Subject to eligibility in your state. Refer to our brochure *About Traineeships*. Note: all types of enrolments are subject to meeting the entry requirements.

Course Duration

You study at your own pace with distance delivery. You are however, required to submit work at regular intervals and to an agreed timetable of study. Normal fulltime study takes 27 weeks. Part time study takes 54 weeks. Most Traineeships allow 24 months for completion but the course is normally timetabled over 54 weeks. The College has continuous intake and commences courses all year round.

Entry Requirements

To complete this course you must have internet access and an operational IT environment on which you are permitted to conduct practical activities on, and skilled IT professionals to supervise you.

A Windows networked environment is essential for this qualification, and you must have administrators permission with the ability to add new hardware, software and operating systems. As detailed textbooks are used, average literacy skills are required.

Note that entry in this course requires you to have the necessary prerequisite units from Certificate II and Certificate III or be assessed as having these competencies prior to commencing the course is required for you to complete this course. Contact the College to discuss these entry requirements prior to enrolment.

Qualification & Career Pathways

Career paths include opportunities as:

- Manager for IT Networks
- Senior Network Support Officer

This is a nationally recognised, formal qualification recognised as part of the Australian Qualifications Framework. After completion of this qualification you have a range of opportunities to continue your IT studies at Diploma level.

For More Information or To Enrol

Phone: 1800 686 883



Australian College
of Commerce & Management

Australian College of Commerce and Management Course Outline

ICA40405 Certificate IV in Information Technology (Networking)

Modules & Unit/s of Study Workplace Skills Learnt

Module 1 Networking – Locating and Actioning Faults

ICAT4221A Locate equipment, system and software faults	<ul style="list-style-type: none"> Choose the most appropriate fault finding method Analyse the problem to be solved Define the causes of the problem and create a plan of action Review problem and system status
ICAS4134A Provide first level remote help desk support	<ul style="list-style-type: none"> Determine the user support issue Identify the hardware or software being used by the customer/client Confirm resolution of user support issue Maintain communication link

Module 2 Networking – IT Professional Development

BSBCMN304A Contribute to personal skill development and learning	<ul style="list-style-type: none"> Identify own learning needs for skill development Undertake personal skill development Monitor learning effectiveness
ICAW4214A Maintain ethical conduct	<ul style="list-style-type: none"> Protect the interests of clients Produce quality products and services Ensure correct representation Produce code of ethics Maintain good work practices

Module 3 Networking – Install Hardware and Software to a Network

ICAI4030A Install software to networked computers	<ul style="list-style-type: none"> Determine software requirements Obtain software Install software Determine and provide instruction and support
ICAI4029A Install network hardware to a network	<ul style="list-style-type: none"> Determine hardware requirements Obtain hardware Install network hardware Provide support for installed products Determine and provide instruction and support

Module 4 Networking – Intranet Project

ICAI4099A Build an intranet (must have completed ICAI3101A Install and manage network protocols, ICAS3120A Configure and administer a network operating system ICAI4029A Install network hardware to a network)	<ul style="list-style-type: none"> Plan and design intranet Install and configure intranet infrastructure Install, manage and configure intranet services to meet requirements
PSPPM402B Manage simple projects	<ul style="list-style-type: none"> Implement start-up activities Coordinate project implementation Monitor project Arrange project follow-up activities

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Module 5 Networking – Determining Business Needs

ICAA4041A
Determine and confirm client business expectations and needs

- Determine context of business need or problem
- Gather information
- Confirm system specifications

ICAD4043A
Develop and present a feasibility report

- Confirm client requirements
- Develop high level alternative scenarios
- Prepare and publish feasibility report

Module 6 Networking – Automate Processes

ICAD4217A
Create technical documentation

- Identify and analyse documentation needs
- Design documentation
- Develop documentation
- Evaluate and edit documentation
- Prepare documentation for publication

ICAB4225A
Automate Processes

- Develop algorithms to represent solution to a given problem
- Describe structures of algorithms
- Design and write script
- Verify and review script
- Document script

Module 7 Networking – Hardware Operating Systems

ICAS4109A
Evaluate system status

- Determine scope and evaluation parameters
- Carry out evaluation
- Report on evaluation

(Must have completed ICAT3025A
Run standard diagnostic tests)

ICAS4114A
Implement maintenance procedures

- Determine best practices for equipment and software maintenance
- Identify resources to provide equipment and software maintenance
- Revise practices, where appropriate

ICAS4127A
Support system software

- Maintain system software
- Set up and manage the system files
- Monitor and manage system usage and security
- Carry out system back up
- Restore system back up

(Must have completed ICAI3020A Install and optimise operating system software)

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Module 8 Networking – Networking and System Security

ICAS4119A
Monitor and administer system security

(Must have completed ICAI3020A Install and optimise operating system software and ICAS3024A Provide basic system administration)

- Ensure user accounts are controlled
- Secure file and resource access
- Monitor threats to the network

ICAS4124A
Monitor and administer network security

(Must have completed ICAI3032A Provide Network Systems Administration)

- Ensure user accounts are controlled
- Secure file and resource access
- Monitor threats to the system

Module 9 Networking – Advanced Network Installation

ICAB4220A
Create scripts for a network

(Must have completed ICAB4225A Automate Processes)

- Create scripts
- Create code
- Use operating system tools
- Debug code
- Test code
- Create small utilities

ICAI4097A
Install and configure a network

(Must have completed ICAI3101A Install and Manage Network Protocols)

- Confirm client requirements and network equipment required
- Install hardware
- Install software
- Configure and test modified network
- Document and sign off

ICAI4188A
Install and maintain a server

(Must have completed ICAI3101A Install and Manage Network Protocols, ICAI3020A Install and Optimise Operating System Software & ICAS3120A Configure and Administer a Network Operating System)

- Develop installation plan
- Install server
- Monitor server operation