

Certificate II in Information, Digital Media & Technology

Course Overview

ICT20115 Certificate II in Information, Digital Media and Technology covers the foundational ICT training and skills needed for you to become a proficient Information and Communication Technology (ICT) user as well as a skills base which is pivotal for all other information technology courses.

It includes general computing and employability skills that will enable you to function effectively in an information technology environment in any industry. It will also equip you to work as an office assistant or to work in records management at a junior level.

The 7 core units contain the basic IT training required for entry into all ICT qualifications from the Certificate III Information Technology course upwards. Whether you are pursuing a career in the ever-changing IT industry, or just want additional computer skills to complement your career, there has never been a better time to study information technology!

Outcomes

This qualification gives you job opportunities within many different areas. It provides you with not only a certificate, but knowledge and skills that the industry wants.

Possible Job opportunities are:

- Personal Assistant
- Office Administrator

This Certificate prepares you for the Certificate III in Information, Digital Media & Technology as well as gives you more than basic knowledge of administrative areas within a company.

Course Details

Location



Online

Duration



Self-paced
Generally takes:
1 year Part-Time
6 months Full-Time

Cost



Full Fee \$900



hello@learnme.edu.au

RTO #31449



1300 859 094

