**Delivery and Assessment Plan (DAP)**

**QD020102**

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| **Qualification Details** | | |
| **Training Package Code & Title** | ICT - Information and Communications Technology Training Package | |
| **Qualification National Code & Title** | | **State code:** |
| Certificate IV in Information Technology (Networking) | | AC10 |
| Certificate IV in Information Technology (Programming) | | AC07 |
| Certificate IV in Information Technology (General) | | BFF9 |
| Certificate IV in Information Technology (Gaming Development) | | AC17 |

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| **Units of Competency (UoC) detailed in this DAP | Cluster : Cyber Security** | |
| **Unit National code and title** | **State Code** |
| ICTICT426 - Identify and evaluate emerging technologies and practices | OAQ12 |

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| **Duration of Training/location and group details** | | | | | |
| **Start date** | 18/07/2022 | **End date:** | 10/12/2022 | **Session Times:** | See below |
| **Location** | As per enrollment an timetable. Details provided in Blackboard.  South Metropolitan TAFE – **Murdoch Campus**  **T105** (Cert IV IT - Networking), Thursday 15:30-17:30  **ONLINE** (Cert IV IT - General), Monday 14:00-16:00  **ONLINE** (Cert IV IT - Programming), Wednesday 16:00-18:00  South Metropolitan TAFE – **Rockingham Campus**  **RHF36** (Cert IV IT - General), Thursday 12:30-14:30  **ONLINE** (Cert IV IT - Programming), Wednesday 16:00-18:00  South Metropolitan TAFE – **Thornlie Campus**  **8G31** (Cert IV IT – Programming and Gaming Development), Friday 10:00-12:00  **8G22** (Cert IV IT – Networking), Friday 13:30-15:30  **10F83** (Cert IV IT – General), Thursday 13:00-15:00  South Metropolitan TAFE – **Mandurah Campus**  **ONLINE** (Cert IV IT - General), Monday 14:00-16:00 | | | | |
| **Group Details** | Students enrolled in Certificiate IV Information Technology. | | | | |
| **Mode of delivery** | ☒ Face to face ☐ Combination (describe)  ☐ Flexible ☐ Other  ☐ On-the-job | | | | |
| **Individual study requirements** | Students are expected to attend each class for the full duration of 2 hours per week.  Students are provided with 40 hours of instructor lead tuition and classroom based activities. In addition, students are expected to complete 15 hours of prescribed activities, self-study/assignments for this unit in their own time outside of class time. This is referred to as Independent Outside of Class Activity (IOCA) | | | | |

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| **Pre-requisite requirements** |
| *Nil* |

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| **Lecturer contact information** |
| **Campus:**ONLINE (Cert IV General Murdoch and Mandurah)  **Lecturer:** Keryn Brockman  **Email:** [keryn.brockman@smtafe.wa.edu.au](mailto:keryn.brockman@smtafe.wa.edu.au)  **Campus:**ONLINE (Cert IV Programming Rockingham and Murdoch)  **Lecturer:** Saeed Shairati  **Email:** [saeed.shairati@smtafe.wa.edu.au](mailto:saeed.shairati@smtafe.wa.edu.au)  **Campus:**Thornlie (Cert IV General)  **Lecturer:** Brian Malpass  **Email:** [brian.malpass@smtafe.wa.edu.au](mailto:brian.malpass@smtafe.wa.edu.au)  **Campus:**Thornlie (Cert IV Programming and Gaming Development)  **Lecturer:** Nabin Yadav  **Email:** [nabin.yadav@smtafe.wa.edu.au](mailto:nabin.yadav@smtafe.wa.edu.au)  **Campus:**Thornlie (Cert IV Networking)  **Lecturer:** Suganya Devi Ramalingam  **Email:** [suganya.ramalingam@smtafe.wa.edu.au](mailto:suganya.ramalingam@smtafe.wa.edu.au)  **Campus:**Rockingham (Cert IV General)  **Lecturer:** Claire Briggs  **Email:** [claire.briggs@smtafe.wa.edu.au](mailto:claire.briggs@smtafe.wa.edu.au)  **Campus:**Murdoch (Cert IV Networking)  **Lecturer:** Savo Kordic  **Email:** [savo.kordic@smtafe.wa.edu.au](mailto:savo.kordic@smtafe.wa.edu.au) |

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| **Required resources, texts, equipment you will need** |
| Computer with   * Internet Access * Word processing software * Blackboard Access * USB/HDD * Office 365 subscription (provided by College) * Computer with the ability to virtualise operating systems * Virtualisation Software * Operating System software as prescribed in course content   Students will be provided with necessary templates and guides prior to commencing assessments as required. |

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| **Occupational Health and Safety (OHS) arrangements/requirements:** |
| Learners are expected to follow health, safety and well-being requirements and must ensure they do not endanger themselves, others or equipment used in this course.  No specific OHS requirements pertinent to the learning and assessment activities in the cluster. It is recommended enclosed footwear is worn to protect feet from office chairs. |

**Additional Information**

The following information is to be read in conjunction with the “Current Students” section of the website.

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| **Recognition of Prior Learning (RPL) / Credit / Credit Transfer** |
| You are encouraged to speak to your lecturer about the possibility of recognition of prior learning if you believe you have any existing skills and knowledge that may be formally recognised towards the unit or qualification you are undertaking.  If you have previously completed qualifications or units speak to your Lecturer regarding the possibility of credit or credit transfer. |

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| **Assessment Rules and Appeals Process** |
| If your first submission is deemed not satisfactory you will be allowed one further attempt. This is to be negotiated with your lecturer. You are entitled to appeal if you are not satisfied with the assessment process or outcome. The appeal must be lodged within two weeks of receiving the assessment information or outcome. In the first instance, approach your lecturer for information about the process, or check the ‘current students’ section of the SM TAFE website. |

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| **Absences** |
| If you are unable to attend any class or assessment session you must inform your lecturer as soon as possible.  If you miss an assessment due to illness, please provide your lecturer with a medical certificate in order to negotiate an alternate time for the assessment. |

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| **Reasonable adjustment in the assessment process:** |
| In some circumstances, adjustments to assessments may be made for you. If you require support for literacy and numeracy issues; support for hearing, sight or mobility issues; change to assessment times/venues; use of special or adaptive technology; considerations relating to age, gender and cultural beliefs; format of assessment materials; or presence of a scribe you need to inform your lecturer. |

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| **Student support services** |
| South Metropolitan TAFE has a number of services available to assist and support you while you are an enrolled student. These include:   * Disabilities support * Language literacy and numeracy * Aboriginal and Torres Strait Student Services * Assistive technology |

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| **Delivery and assessment schedule** | | | |
| **Week/**  **session** | **Topic** | **Link to UOC**  *(Element level only)* | **Assessments** |
| 1-3 | Introduction to course, DAP discussion, Connect to Blackboard  ICTICT426 Presentation – Identify emerging technologies and practices in IT  Presentation and activities  Homework – review PowerPoint and complete activities – 2 hours over 3 weeks | ICTICT426.1 |  |
| 4-6 | ICTICT426 Presentation part 1 – Evaluate features and functions of emerging technologies  ICTICT426 Presentation part 2 – Assess and document potential impacts  ICTICT426 Presentation part 3 – Seek and obtain feedback  Presentation and activities  Homework – review PowerPoint and complete activities – 2 hours over 3 weeks | ICTICT426.2 |  |
| 7-10 | Presentation – Develop strategies to prepare for emerging technologies and practices  Presentation and activities  Homework – review PowerPoint and complete activities – 3 hours over 4 weeks | ICTICT426.3 |  |
| 11-12 | Complete all presentations and activities  AT1 – Knowledge based questions  Homework – Complete any questions not completed in class at home – 2 hours over 2 weeks | ICTICT426.all  ICTICT426.RK | AT1 |
| 13-18 | AT2 – Project  You need to complete your project by week 18 to allow it to be marked and returned to you in week 19. Assessments handed in after week 18 may not be marked in time to allow you to fix any errors.  Homework – Up to 6 hours homework needed to complete assessments distributed over 6 weeks |  | AT2 |
| 19 | Final date for AT1 and AT2 to be submitted.  Submissions this week can still be marked, but by submitting at this time you may not have time to fix errors. |  | AT1, AT2 |
| 20 | Results entered |  |  |

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| **Assessment 1** | |
| **Title** | AT1 |
| **Brief Description** | AT1 covers the required knowledge for ICTICT426 |
| **Where** | In regular timetabled classroom. |
| **When** | **Week 11-12** |
| **Conditions** | Open Book Knowledge Activity. Notes from lab work encouraged for reference. |

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| **Assessment 2** | |
| **Title** | AT2 |
| **Brief Description** | Project investigating the implementation of new technologies into a business |
| **Where** | In regular timetabled classroom. |
| **When** | **Weeks 13-18** | |
| **Conditions** | Open Book Practical Activity. Notes from lab work encouraged for reference. |

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| **Qualification Details** | | | |
| **Training Package Code & Title:** |  | | |
| **Qualification Code & Title:** |  | **State code** |  |

**Student Declaration**

I have read the delivery and assessment plan for:

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| Unit/s of Competency: |
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The delivery and assessment details have been discussed with me. I understand my role and responsibilities and agree to undertake the assessment tasks as detailed in the delivery and assessment plan.

I am aware that all assessment work I submit must be my own work and must abide by all the assessment rules set by my lecturer.

I also understand that copying directly from research sources or another student’s work without acknowledgement is plagiarism. I further understand that plagiarised work (or cheating of any kind) will not be accepted and may result in disciplinary action taken against me.

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| **#** | **Student name (please print)** | **Telephone number** | **Email address** | **Date** | **Signature** |
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