Government of **Western Australia**
South Metropolitan TAFE

Delivery and Assessment Plan (DAP)

QD020102

Qualification Details			
Training Package Code & Title	ICT - Information and Communications Technology (Release 6.0)		
Qualification National Code & Title	ICT40120 - Certificate IV in Information Technology (Release 1)	**State code:**	BFF9
	Pathways: Programming Networking Cyber Security Incident Response Gaming Development Systems Administration Support		AC07 AC10 AC13 AC17 AC18

Units of Competency (UoC) detailed in this DAP | Week/Stage/Block/Cluster :	
Unit National code and title	**State Code**
BSBCRT404 - Apply advanced critical thinking to work processes (Release 1)	OAE47

Duration of Training/location and group details					
Start date	20/07/2022	**End date:**	7/12/2022	**Session Times:**	As per the student timetables.
Location	**Murdoch Campus** o **Location**: T105 (General IT) o **Location:** T103 (Networking + Systems Admin) **Rockingham Campus** o **Location**: RHF4 (General IT) o **Location**: RHF41 (Programming) o **Location**: RHF7 (Networking + Systems Admin) **Thornlie Campus** o **Location**: 8G23 (Gaming) o **Location**: 10F83 (Programming) o **Location**: 10F82 (General IT) o **Location**: 8G26 (Networking + Systems Admin)				
Group Details	*Student group. Semester 2 2021*				
Mode of delivery	☒ Face to face ☐ Combination (describe) ☐ Flexible ☐ Other ☐ On-the-job				
Individual study requirements	In addition, students are expected to complete 1 hour of prescribed activities, self-study/assignments for this unit in their own time outside of class time				

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Pre-requisite requirements

Complete if students are required to have passed a unit/s before undertaking the current unit/s.

Lecturer contact information: Email Contact- firstname.lastname@smtafe.wa.edu.au

Murdoch Campus
- ***ICT40120 Certificate IV in Information Technology***
  Name: Chris Morganti (General IT)
  Name: Milan Topuzovic (Networking + Systems Admin)

Rockingham Campus
- ***ICT40120 Certificate IV in Information Technology***
  Name: Tuyen Pham (General IT)
  Name: Dwayne Smith (Programming)
  Name: Keryn Brockman (Networking + Systems Admin)

Thornlie Campus
- ***ICT40120 Certificate IV in Information Technology***
  Name: Colton Onderwater (Gaming Development)
  Name: Chris Morganti (Programming)
  Name: Don Damov (General IT)
  Name: Sas Mihindu (Networking + Systems Admin)

Required resources, texts, equipment you will need

Blackboard course materials
OneDrive or a USB Key
Office 365
Internet Connection

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.

Complete with specific OHS details relevant to this unit

Additional Information

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

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.

Assessment Rules and Appeals Process

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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.

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.

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.

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

Delivery and assessment schedule

Week/ session	Topic	Link to UOC (Element level only)	Assessments
1 + 2	SMT IT Student Induction Blackboard Qualification shell leaner's needs survey Campus Tour Introduction to BSBCRT404 Apply advanced critical thinking to work processes and Assessment. Requirements Overview: Inside of the "Learning Content" on Blackboard download the learner Materials document and supporting PowerPoint from the module. Session 2: Handout and review AT01. *Readings:*	1.1	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities

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	Identify key characteristics of concepts in a critical thinking protocol or process (Page 7) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks: **Commence Activity 1:** Think about someone you consider to be a critical thinker (friend, professor, historical figure, etc). What qualities does he/she have? (Page 11) during week/session 2 Commence Knowledge Based Written Questions during week/session 2 PowerPoint Presentation – Slides 1 - 23 *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*		
3 + 4	*Readings:* Explore situations in which critical thinking concepts may be applied in the workplace (Page 18) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 2 (Page 19) Activity 3 (Page 26) Commence Task 1 – Elevator Pitch during week/session 4 *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*	1.2	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities
5 + 6	*Readings:* Reflect on benefits of adopting a critical thinking mindset and risks associated with failing to do so (Page 27) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 4 (Page 31) *Out of Class Activities: One hour per week:*	1.3	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities

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	Continue the activities, questions, readings that you were unable to complete during class.		
7 + 8	*Readings:* Analyse and understand key elements of workplace processes, products or services (Page 33) Identify limitations in existing or proposed workplace processes, products or services by applying critical thinking protocols or processes (Page 38) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 5 (Page 36) Activity 6 (Page 39) PowerPoint Presentation – Slides 24 - 36 *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*	2.1 2.2	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities
9 + 10	*Readings:* Source information from a variety of different and verified sources (Page 41) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 7 (Page 44) Activity 8 (Page 47) Activity 9 (Page 58) PowerPoint Presentation – Slides 37 - 58 *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*	2.3	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities
11 + 12	*Readings:* Compare and contrast alternative critical thinking concepts in a workplace decision making process (Page 60) Apply a decision-making framework to reach a defensible conclusion in a workplace context in	2.4 2.5	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities

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	accordance with organisational policies and procedure (Page 66) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 10 (Page 71) <mark>Commence Task 2– Critical Thinking and Problem Solving Scenario</mark> PowerPoint Presentation – Slides 59 - 80 *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*		
13 + 14	*Readings:* Articulate and justify decision making process (Page 73) Conduct review of effectiveness of decision making, including critical self-reflection (Page 82) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 11 (Page 81) Activity 12 (Page 84) *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*	2.6 3.1	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities
15 + 16	*Readings:* Seek meaningful feedback from organisational management (Page 88) Identify areas for self-development (Page 92) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 13 (Page 91) *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*	3.2 3.3	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities

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17 + 18	*Readings:* Develop plan for future process evaluations (Page 94) *Activities:* Work through corresponding sections of Learner Materials and Assessment Tasks Activity 14 (Page 97) AT01 Complete Written Questions during week/session 18 *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*	3.4	AT01 Knowledge Based Questions AT02 Portfolio of Tasks and Activities
19	ASSESSMENT: Complete AT02 Task 1 – Elevator Pitch Complete AT02 Task 2– Critical Thinking and Problem-Solving Scenario *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*		AT02 Task 1 Task 2
20	Students that are required to complete an ASSESSMENT resubmission will undertake that task during this week. *Out of Class Activities: One hour per week:* *Continue the activities, questions, readings that you were unable to complete during class.*		ALL

Assessment 1	
Title	AT01 Knowledge Based Questions
Brief Description	A written assessment task consisting of fifteen questions.
Where	In Class and Out of Class
When	Session 2 - 18
Conditions	Refer to the assessment task instructions.

Assessment 2	
Title	AT02 Portfolio of Tasks and Activities
Brief Description	Task 1 – Elevator Pitch Task 2 – Critical Thinking and Problem-Solving Scenario Activities 1 - 14
Where	In Class and Out of Class
When	Session 2 - 19
Conditions	Refer to the assessment task instructions.

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Student Declaration

I have read the delivery and assessment plan for:
  Unit/s of Competency:

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.

#	Student name (please print)	Telephone number	Email address	Date	Signature
1					
2					
3					
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