

VCE VET INFORMATION TECHNOLOGY

Assessment Plan Template: Information Technology

ICA30105 CERTIFICATE III IN INFORMATION TECHNOLOGY

Student Number:

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Assigned to:	Work Perf. (1st)	Work Perf. (2nd)	Work Project (1st)	Work Project (2nd)	Product (1st)	Product (2nd)	Portfolio (1st)	Portfolio (2nd)
VASS data entry no:	01	02	03	04	05	06	07	08

ICAD3218B	Create user documentation 20							
ICAI3020B	Install and optimise operating system software 20							
ICAT3025B	Run standard diagnostic tests 20							
ICAU3004B	Apply occupational health and safety procedures 20							
ICAS3031B	Provide advice to clients 40							

Select ONE of the following streams

APPLICATIONS

ICAU3126B	Use advanced features of computer applications 40							
ICAU3028B	Customise packaged software applications for clients 60							

NETWORK ADMINISTRATION

ICAI3101B	Install and manage network protocols 40							
ICAS3024B	Provide basic system administration 20							
ICAS3032B	Provide network systems administration 20							
ICAS3121B	Administer network peripherals 20							

SUPPORT

ICAS3024B	Provide basic system administration 20							
ICAS3115B	Maintain equipment and software in working order 20							
ICAI3021B	Connect internal hardware components 20							
ICTCC330A	Manage customer relationships 35							

Allocation of nominal hours:

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Assessment Plan Samples: Information Technology

INFORMATION TECHNOLOGY – APPLICATIONS STREAM

Student Number:

1	2	3	4	5	6	7	8	9
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		Assigned to:		
		Work Perf. (1st)	Work Project (1st)	Portfolio (1st)
		VASS data entry no:		
		01	03	07
ICAD3218A	Create user documentation 20			✓
ICAI3020A	Install and optimise operating system software 20	✓		
ICAT3025A	Run standard diagnostic tests 20	✓		
ICAU3004A	Apply occupational health and safety procedures 20			✓
ICAS3031A	Provide advice to clients 40			✓
APPLICATIONS				
ICAU3126A	Use advanced features of computer applications 40		✓	
ICAU3028A	Customise packaged software applications for clients 60		✓	
<i>Allocation of nominal hours:</i>		40	100	80

INFORMATION TECHNOLOGY – NETWORK ADMINISTRATION STREAM

Student Number:

1	2	3	4	5	6	7	8	9
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		Assigned to:		
		Work Perf. (1st)	Work Perf. (2nd)	Portfolio (1st)
		VASS data entry no:		
		01	02	07
ICAD3218A	Create user documentation 20			✓
ICAI3020A	Install and optimise operating system software 20	✓		
ICAT3025A	Run standard diagnostic tests 20	✓		
ICAU3004A	Apply occupational health and safety procedures 20	✓		
ICAS3031A	Provide advice to clients 40			✓
NETWORK ADMINISTRATION				
ICAI3101A	Install and manage network protocols 40		✓	
ICAS3024A	Provide basic system administration 20		✓	
ICAS3032A	Provide network systems administration 20		✓	
ICAS3121A	Administer network peripherals 20		✓	
<i>Allocation of nominal hours:</i>		60	100	60

ICA05 INFORMATION TECHNOLOGY – SUPPORT STREAM

Student Number:

1	2	3	4	5	6	7	8	9
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		Assigned to:		
		Work Perf. (1st)	Work Project (1st)	Portfolio (1st)
VASS data entry no:		01	03	07
ICAD3218A	Create user documentation 20			✓
ICAI3020A	Install and optimise operating system software 20	✓		
ICAT3025A	Run standard diagnostic tests 20	✓		
ICAU3004A	Apply occupational health and safety procedures 20			✓
ICAS3031A	Provide advice to clients 40			✓
SUPPORT				
ICAS3024A	Provide basic system administration 20		✓	
ICAS3115A	Maintain equipment and software in working order 20		✓	
ICAI3021A	Connect internal hardware components 20		✓	
ICTCC330A	Manage customer relationships 35		✓	
<i>Allocation of nominal hours:</i>		40	95	80

Notes:

1. You need to select three tasks to cover all units of competency. Reading down the columns, the ticks indicate which task each unit of competency has been assigned to.
2. You may select two tasks of the same type, but not three. For example, a student could complete two Work Projects but could not do a third Work Project.
3. The assessment of a unit of competency cannot be split between two tasks.
4. Decide on task allocation after considering the units of competency and the scoring criteria for each task. This will help you to choose the task type that gives students most scope for demonstrating their achievement of the units of competency.
5. The allocation of nominal hours across tasks should be as equally weighted as possible.
6. **No task for VCE VET Information Technology may account for more than 100 total nominal hours in the student's Units 3 and 4 sequence. A task accounting for more than 100 hours will not be acceptable.**
7. The VASS data entry number appears on the VASS screen where the Assessment Plan is entered. These numbers help identify the task against which the results are to be entered.