

Information Technology  
Lachlan IT Online

Certificate IV 19007 in IT -  
Website Design V3

Unit and  
Assessment Guide  
2011

# 19007 Certificate IV in IT - Website Design

## Unit and Assessment Guide 2011

### Introduction

The following information is intended for networking students enrolled in 19007 Certificate IV in IT - Website Design, through Lachlan IT Online – TAFE Western Parkes College.

Many of our course resources internet based. Our website <http://www.lachlanitonline.edu.au> contains these resources. Resources related to our courses can be found on our website through the courses link from the home page and then selecting the course link you are interested in. These resources include documents such as this guide, podcasts, and the toolbox learning resources.

This document is designed as a guide to assist you to locate resources for any subject within the course. Located on the website, there is an "Introduction to the toolbox" podcast as well as other casts introducing a number of our courses. If you feel there is a need for additional resources, please do not hesitate to contact us.

The content of the 19007 Certificate IV in IT - Website Design is broken up into sections called 'Competency Units' or simply 'Units'. Each unit has a title that reflects the content that it covers. Each unit also has an assessment task that allows the student to demonstrate that they have mastered the skills covered in the unit.

There are four main groups of units in the 19007 Certificate IV in Website Design. They are the:

- Foundation level units
- Common Core Cert IV level units
- Specialist Core Cert IV level units
- Elective units

### Foundation Level Units

When first enrolling in this course, students should focus their efforts on a group of units called foundation level units. These provide a series of skills and experiences that provide a foundation for more advanced units which follow. Many students will have completed these in other courses. For students with are currently skilled in these areas, talk to your teacher about having your skills assessed.

The foundation units are listed below in Fig 1.1:

Module/Unit Code	Module/Unit Name	Nom Hrs
BSBCMN106A	Follow workplace safety procedures	10
ICAD2012B	Design organisational documents using computing packages	35
ICAU1128B	Operate a personal computer	15
ICAU2005B	Operate computer hardware	25
ICAU2006B	Operate computing packages	40
ICAU2013B	Integrate commercial computing packages	25
ICAU2231B	Use computer operating system	20
ICAW2001B	Work effectively in an IT environment	25
ICAW2002B	Communicate in the workplace	25

Fig 1.1 Foundation level units in course 19007

Students should complete all of the foundation level units prior to attempting more advanced units. Study materials and assessment tasks for these units are contained in the ICA05 Certificate II Toolbox which can be found at <http://www.lachlanitonline.edu.au/Toolboxes>.

## Common Core Cert IV level Units

The next group units to be attempted are Certificate IV level and are common to most of the other IT Certificates of the same level.

These units are listed below in Fig 1.2:

Module/Unit Code	Module/Unit Name	Nom Hrs
BSBCMN304B	Contribute to personal skill development and learning	30
CUSADM08B	Address copyright requirements	20
ICAA4041B	Determine and confirm client business expectations and needs	30
ICAB4135B	Create a simple mark-up language document to specification	20
ICAB4225B	Automate processes	40
ICAD4043B	Develop and present a feasibility report	20
ICAD4217B	Create technical documentation	20
ICAI4189B	Ensure website content meets technical protocols and standards	30
ICAT4221B	Locate equipment, system and software faults	20
ICAU4205B	Select and employ software and hardware tools	40
ICAW4214B	Maintain ethical conduct	10
PSPPM402B	Manage simple projects	62

Fig 1.2 Common Core Cert IV level units in course 19007

Study materials and assessment tasks for these units are contained in the 19007 Certificate IV Toolbox. The link to these materials can be found at <http://www.lachlanitonline.edu.au/Toolboxes/CertIV/index.htm>.

## Specialist Core Cert IV level Units

These units are Certificate IV level and are specialist Website Design units. The resources for these units come from a case study based toolbox produced by the Australian National Training Authority (ANTA). In this Toolbox resource, you become a trainee web developer and are guided through a series of training tasks as part of your on the job training. This toolbox covers the modules listed below in figure 1.3 through a series of integrated projects. The link to these materials can be found at <http://www.lachlanitonline.edu.au/Toolboxes/19007webdesign>.

These units are listed below in Fig 1.3 use the “Arachnoid Web Services” toolbox:

Module/Unit Code	Module/Unit Name	Nom Hrs
CUFMEM07A	Apply principles of visual design and communication to the development of a multimedia product	72
ICAA4142A	Design a website to meet technical requirements	40
ICAB4137A	Produce basic client side script for dynamic web pages	40
ICAB4171A	Develop cascading style sheets	20
ICAS4201A	Transfer content to a website using commercial packages	20
ICAT4183A	Confirm accessibility of website for people with special needs	10
ICAU4207A	Apply web authoring tool to convert client data for websites	20

Fig 1.3 Specialist Core units using the Arachnoid Web Services toolbox

The following units shown in fig 1.4 are also Specialist Core modules but use an integrated project as the learning and assessment tool.

Module/Unit Code	Module/Unit Name	Nom Hrs
ICAA4233A	Determine and apply appropriate development methodologies	20
ICAD3218A	Create user documentation	20
ICAD4198A	Develop guidelines for up-loading information to a website	20

Fig 1.4 Specialist Core units using project based resources

Contact your teacher to access the resources for these three modules.

## Elective Units

These units, which may use a variety of resources, are listed below in Fig 1.5:

Module/Unit Code	Module/Unit Name	Nom Hrs
ICAB4169A	Use development software & IT tools to build a basic website	20
ICAB4220A	Create scripts for networking	40
ICAD4190A	Maintain information standards	20
ICAS4108A	Complete database backup and recovery	40
ICAS4113A	Identify and resolve common database performance problems	30
ICAS4124A	Monitor and administer network security	20
ICAS4125A	Monitor and administer a database	30
ICAS4191A	Maintain website performance	20
ICAS4200A	Monitor traffic and compile website traffic reports	20
ICAT4184A	Ensure site usability for full range of users	15
ICAT4185A	Create a website testing procedure	20
ICAT4186A	Conduct operational acceptance tests of websites	20
ICAT4194A	Ensure basic website security	20

*Fig 1.5 Elective units in course 19007*

These should be chosen in consultation with your teacher who will be aware of the study difficulty, resource requirements and time requirements for each of the available electives.