



**Central
Regional**



Course

Pre-Enrolment Guide

Training Area:

Information Technology

Training Product:

ICT40120 - AC10

**Certificate IV Information
Technology - Networking**



Your Future. Your Choice. Your TAFE.

Central Regional TAFE spans four regions and around 57% of Western Australia, with nine campuses delivering training that reflects the industries driving our state's economy. From the Midwest and Wheatbelt to the Gascoyne and Goldfields, our footprint is vast – and so are the opportunities.

Studying regionally connects you directly with the jobs that matter. With most agricultural, health, and construction roles based in regional WA, training close to home ensures you build skills where the demand is.

Each campus is shaped by its community and industries. Whether it's aquaculture on the coast, mining in the Goldfields, or agriculture in the Wheatbelt, we work hand-in-hand with employers to make sure your training is current, practical, and linked to real apprenticeships and work placements.

Wherever you live, your local campus is ready to help you succeed – while keeping skills, jobs, and opportunities right here in regional WA.





Your Campus. Your Training. Your Career.

At Central Regional TAFE, it's all about you. We're here to help you shape the future you want, with the right support every step of the way.

Learn from industry experts who bring real-world knowledge into the classroom and gain the confidence and skills employers are looking for. With over 300 nationally recognised courses – from Certificate I through to Advanced Diploma – plus a wide range of short courses, there's a pathway for every ambition.

We know life is busy, so our flexible and online study options help you balance training with work, family, and everything else you've got going on. Add to that payment plans and tailored support, and achieving your goals has never been easier.

Whether you're leaving school, changing careers, or upskilling, you'll find a place at TAFE – and a pathway to a future that works for you.

Train where you live. Build real skills. Shape a future that works – with Central Regional TAFE.

Course Information

ICT40120 Certificate IV in Information Technology – Networking (AC10)

Release number	4
Required number of units for course completion	20
Duration	1 – 2 years (Self Paced)
Location	External
Delivery mode	Self Paced External

IS THIS COURSE RIGHT FOR ME?

Before you choose this course, it's a good idea to think about the skills and knowledge you might need. The information below will help you decide if the course is a good fit for you, or if there are areas where you might need some extra support.

Information you need to know about the course

This course will suit you if you need to be flexible with your study time and want to learn networking skills including server installation and configuration.

The electives for this version of the course have been chosen to develop networking knowledge and development skills from introductory to intermediate. No prior knowledge of networking is required.

You will need to:

- Be able to work independently.
- Be able to download and install software from the Internet
- Be able to communicate via online methods such as email and chat
- Be technically minded
- Be able to apply analytical and problem-solving skills
- Have good attention to detail and creative thinking
- Have sound written and oral communication skills
- Be able to follow instructions, work health and safety procedures

Course Pathways

- This course aims to help you develop skills and knowledge that may support entry into a range of job roles or further study. This qualification reflects the role of individuals who are job ready and competent in a wide range of information and communications technology (ICT) roles and apply a broad range of skills in varied work contexts, using problem solving skills and effective communication with others. This course specifically focuses on networking: installing, configuring and testing networks and servers in organisations. Further details can be found on our website [here](#).

National Course Entry Requirements

Entry requirements apply to this course. Nil

Central Regional TAFE (CR TAFE) Entry Requirements

You must have a Unique Student Identifier (USI) to enrol in and complete any nationally recognised training in Australia. If you do not have a USI or need help getting one, we can assist you with the process.

A good grasp of the English language is preferred. Basic literacy and numeracy skills. A sound knowledge of computers.

Before you enrol, CR TAFE is required to review your language, literacy, numeracy and digital (LLND) skills to help you decide if the course is right for you, identify any support you might need, or whether other learning options may be better suited to you at this time.

For this course, the method of LLND review will be the interview and may include the LLN Robot assessment

Fees and Payments

Whether you are enrolling in individual units and/or full qualifications at CR TAFE, you are responsible for paying the enrolment fee for each unit you enrol in.

You will find detailed information about your course costs and how they are calculated on our website [here](#).

You can also check the drop-down box for FEES on your course page on the website which has details about the course fees.

Further information on:

- key payment terms and conditions
- availability of any relevant government training entitlements and subsidies
- our withdrawal and refund requirements

is available under the Fees and Payment Options section in the Student Handbook on our website [here](#).

Our Student Business Systems team can help if you are unsure about any fee information. Please refer to the Contacts section, on how to contact us.

Learning Resources

You will need the following learning resources for your course:

Online learning materials

Access will be provided to the online Cisco Academy and Microsoft Teams Tafe

Library Access

Resources and equipment you need to bring

You are required to provide (at your own expense) the following list of resources/equipment:

Headphones

Pen/Pencil and Notebook

USB drive for file storage and transfer

CR TAFE online library resources

Our online library has a wide range of electronic resources useful to your course. You can find our online library on the CR TAFE website [here](#). Library staff are available to assist you as required.

Delivery options

Self paced external

For additional information about self-paced study options at all our campuses please check the courses pages on our website [here](#).

My Portal

There is a variety of information available to students on our website under [Current Students myPortal](#). Once you are enrolled, the Student Portal will allow you to view the following:

- My application - view the status of your application to study
- My payments - view your payment history and instalment plan details (if relevant)
- My study - view your course details, units and academic records
- My details - view and update your personal information
- My tasks - view any notices from Central Regional TAFE
- Blackboard - links directly to the Blackboard e-learning platform

Recognition of Prior Learning

Recognition of prior learning (RPL) means an assessment process that involves assessment of an individual's relevant prior learning and experience (including skills and knowledge obtained through formal and informal learning) to determine the extent to which the individual meets requirements specified in the training product. If you think you have existing knowledge and skills in one or more of your units of study, you may apply for RPL. Should you apply for RPL, you will be supported through the process by a lecturer. For further information visit our website [here](#).

Credit

Credit can be given if you have successfully completed a unit or module that has the same code or is deemed equivalent to one in your current course. You may have completed this unit/module at a Registered Training Organisation or at an alternate authorised organisation such as a university.

You will have to provide some evidence you have successfully completed the unit or module. This might include authenticated VET transcripts or other AQF certification documents like Statements of Attainment, Records of Results etc.

You won't be charged for credit. If you think this might apply to you, contact your lecturer to discuss eligibility, the application process and the evidence you need to provide.

Note: CR TAFE will not issue an Award or Statement of Attainment that is achieved wholly through crediting units completed at another RTO.

Appeals and Feedback

CR TAFE values student feedback and recognises that opportunities to improve products and services arise from the effective handling of student complaints. Complaints are processed in a way that balances the interests of students and CR TAFE while making sure the process is fair for everyone.

Students are supported to [provide feedback and make complaints](#). Students have the right to appeal decisions made by the lecturer/assessor and CR TAFE. For example, if you have concerns about your assessment results, please approach your lecturer to discuss the issue and/or refer to our website for details [here](#).

Student Support Services

CR TAFE aims to provide a supportive learning environment for all students. If you have any support needs, either before you enrol or during your course, we encourage you to speak with your lecturer or the Student Support Services team. CR TAFE will provide, or help you access, the support that can assist you in your studies.

Training Support:

You are encouraged to identify any training support that you may need before you enrol and at any point during your learning journey. This may include but not limited to:

- Study Skills
- Accessing and using technology
- Assessments
- Disability support
- Aboriginal and Torres Strait Islander support

Wellbeing Support:

CR TAFE is dedicated to supporting students and to providing a safe and inclusive learning environment for all students including a culturally safe learning environment for Aboriginal people. CR TAFE recognises that student wellbeing is important for a successful learning journey and may provide, or support access to, appropriate services where needed. Wellbeing support may include, but not limited to:

- Counselling and mental health resources (external)
- Career Services and Guidance (internal)
- Financial (fee and debt payment options, scholarships) (internal)
- Abuse, harassment, bullying (internal and external)
- Crisis and Support Lines (external)
- Support for Aboriginal students (internal and external)
- Aboriginal Counselling Support (external)
- Support for students with disability (internal and external)
- Support for international students (internal)

For confidential, no obligation contact information for wellbeing support, please contact our Student Support Services team who can help you with more information on how to access these support services, or go to our [website](#).

Contacts:

Lecturer contact details:

Name: Leigh Clifford

Phone number: 99562867

Email: leigh.clifford@crtafe.wa.edu.au

Building: K Block

Availability: Monday to Friday 8.30 – 4:00pm

To speak to our Student Business System Team, Student Support Services Team, our Technical Support Team, Aboriginal Support Services or your local Access and Equity Inclusion Officer, contact: 1800 672 700 or enquiries@crtafe.wa.edu.au.

Alternatively, you can complete an online enquiry form <https://www.centralregionaltafe.wa.edu.au/contact-us>.

For help with all things career, training and employment, contact our Jobs and Skills Centres at either our Geraldton, Kalgoorlie or Northam campuses, or call 13 64 64 or go to www.jobsandskills.wa.gov.au.

Award

Upon successful completion of this course, you are entitled to an Award and a Record of Achievement. Should you not have successfully completed all the units of competency required for the Award, you are entitled to a Statement of Attainment for the individual units for which you have been assessed as competent.

Further Resources and Information

More information can be found in our Student Handbook, available for download off our website [here](#).

Notification of Changes to the Course

You will be informed in writing by your lecturer of any changes that affect your course after enrolment. You will be supported throughout the change to ensure there is minimal disruption to your learning journey.

Assessment Methods

For this course, assessments may include the following:

- Knowledge questions: This involves answering questions, either orally or in writing relating to the unit of competency.
- Observations: This involves your assessor or a third party (workplace supervisor) observing you perform tasks in the workplace and/or simulated workplace to check that you have the knowledge and skills required for the unit of competency.
- Project: This involves completing tasks or activities in the workplace and/or simulated workplace to show that you can apply the knowledge and skills required for the unit of competency.
- Portfolio: This is a collection of evidence you put together, such as documents, examples of your work, or completed activities, to show that you have the knowledge and skills required for the unit of competency.

Note: The specific assessments required for each unit of competency will be outlined in the Training and Assessment Plan (TAP) for that unit. You will receive a copy of the TAP for each unit when you enrol.

Overview of Training Hours

The table below outlines the units you need to complete. It shows the types of training you are required to do and approximately how much time they should take. This will help you understand how much time you will need to set aside for each unit you are enrolled in.

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placemen	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Stage 1	ICTNWK424	Install and operate small enterprise branch networks [OBT75]				60.00		60.00	5.00	Flexible/Online	Elective	Group D Elective Units: Networking Specialisation	
	ICTTEN419	Implement and troubleshoot enterprise routers and switches [AWD32]				85.00		85.00	5.00	Flexible/Online	Elective	Group H General Electives	
	ICTTEN525	Install, configure and test local area network switches [OCV54]				55.00		55.00	5.00	Flexible/Online	Elective	Group H General Electives	
Stage 2	ICTICT451	Comply with IP, ethics and privacy policies in ICT environments [OBU08]				55.00		55.00	5.00	Flexible/Online	Core	Core Units	
	ICTPRG302	Apply introductory programming techniques [OBT27]				40.00		40.00	4.00	Flexible/Online	Core	Core Units	
Stage 3	ICTNWK420	Install and configure virtual machines [OAQ06]				50.00		50.00	10.00	Flexible/Online	Elective	Group D Elective Units: Networking Specialisation	
	ICTNWK422	Install and manage servers [OBT77]				20.00		20.00	3.00	Flexible/Online	Elective	Group D Elective Units: Networking Specialisation	
	ICTTEN434	Install, configure and test internet protocol networks [OBS40]				45.00		45.00	3.00	Flexible/Online	Elective	Group D Elective Units: Networking Specialisation	
Stage 4	ICTNWK423	Manage network and data integrity [OBT76]				80.00		80.00	3.00	Flexible/Online	Elective	Group D Elective Units: Networking Specialisation	
	ICTNWK426	Install and configure client-server applications and services [OBT74]				40.00		40.00	3.00	Flexible/Online	Elective	Group H General Electives	

	ICTNWK429	Install hardware to networks [OBT70]				40.00		40.00	3.00	Flexible/Online	Elective	Group D Elective Units: Networking Specialisation	
Stage 5	BSBCRT404	Apply advanced critical thinking to work processes [OAE47]				45.00		45.00	4.00	Flexible/Online	Core	Core Units	
	ICTICT426	Identify and evaluate emerging technologies and practices [OAQ12]				55.00		55.00	4.00	Flexible/Online	Core	Core Units	
Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placemen	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Stage 5	ICTICT443	Work collaboratively in the ICT industry [OBU17]				30.00		30.00	3.00	Flexible/Online	Core	Core Units	
Stage 6	BSBXCS404	Contribute to cyber security risk management [OBO73]				25.00		25.00	3.00	Flexible/Online	Core	Core Units	
	ICTICT424	Address cyber security requirements [OAP98]				55.00		55.00	4.00	Flexible/Online	Elective	Group H General Electives	
	ICTNWK421	Install, configure and test network security [OAP96]				50.00		50.00	10.00	Flexible/Online	Elective	Group D Elective Units: Networking Specialisation	
Stage 7	ICTSAS432	Identify and resolve client ICT problems [OBS62]				35.00		35.00	3.00	Flexible/Online	Core	Core Units	
	ICTSAS441	Support ICT system software [OBS53]				45.00		45.00	4.00	Flexible/Online	Elective	Group H General Electives	
	ICTSAS443	Support operating system users and troubleshoot applications [OBS51]				20.00		20.00	2.00	Flexible/Online	Elective	Group H General Electives	
		Total	0.00	0.00	0.00	930.00	0.00	930.00	86.00				

Assessment				
Unit/s Of Competency/Cluster	Method	Lecturer	Trainer	Assessor
BSBCRT404: Apply advanced critical thinking to work processes [OAE47]	A, C	Leigh Clifford	Yes	Yes
BSBXCS404: Contribute to cyber security risk management [OBO73]	A, C	Leigh Clifford	Yes	Yes
ICTICT424: Address cyber security requirements [OAP98]	A, C	Leigh Clifford	Yes	Yes
ICTICT426: Identify and evaluate emerging technologies and practices [OAQ12]	A, C	Leigh Clifford	Yes	Yes
ICTICT443: Work collaboratively in the ICT industry [OBU17]	A, C	Leigh Clifford	Yes	Yes
ICTICT451: Comply with IP, ethics and privacy policies in ICT environments [OBU08]	A, C	Leigh Clifford	Yes	Yes
ICTNWK420: Install and configure virtual machines [OAQ06]	A, C	Leigh Clifford	Yes	Yes
ICTNWK421: Install, configure and test network security [OAP96]	A, C	Leigh Clifford	Yes	Yes
ICTNWK422: Install and manage servers [OBT77]	A, C	Leigh Clifford	Yes	Yes
ICTNWK423: Manage network and data integrity [OBT76]	A, C	Leigh Clifford	Yes	Yes
ICTNWK424: Install and operate small enterprise branch networks [OBT75]	A, C	Leigh Clifford	Yes	Yes
ICTNWK426: Install and configure client-server applications and services [OBT74]	A, C	Leigh Clifford	Yes	Yes
ICTNWK429: Install hardware to networks [OBT70]	A, C	Leigh Clifford	Yes	Yes
ICTPRG302: Apply introductory programming techniques [OBT27]	A, C	Leigh Clifford	Yes	Yes
ICTSAS432: Identify and resolve client ICT problems [OBS62]	A, C	Leigh Clifford	Yes	Yes
ICTSAS441: Support ICT system software [OBS53]	A, C	Leigh Clifford	Yes	Yes
ICTSAS443: Support operating system users and troubleshoot applications [OBS51]	A, C	Leigh Clifford	Yes	Yes
ICTTEN419: Implement and troubleshoot enterprise routers and switches [AWD32]	A, C	Leigh Clifford	Yes	Yes
ICTTEN434: Install, configure and test internet protocol networks [OBS40]	A, C	Leigh Clifford	Yes	Yes
ICTTEN525: Install, configure and test local area network switches [OCV54]	A, C	Leigh Clifford	Yes	Yes

Assessment Method A (Written test or Oral Questioning)

Assessment Method C (Assignment (e.g. practical activities, role plays, projects))



RTG/52789

-  1800 672 700
-  enquiries@crtafe.wa.edu.au
-  centralregionaltafe.wa.edu.au
- 
- 
- 
- 

© 2025 Central Regional TAFE

All rights reserved. Except as permitted under the Copyright Act 1968 (Cth) and subsequent amendments, no part of this publication may be reproduced, adapted, amended, distributed, or transmitted in any form or by any means — including photocopying, recording, or other electronic or mechanical methods — without the prior written permission of Central Regional TAFE.

Central Regional TAFE is committed to developing high-quality resources that meet the needs of our customers. Every effort has been made to ensure this publication is free from errors or omissions. However, Central Regional TAFE accepts no responsibility or liability, whether in negligence or otherwise, for any loss, damage, or injury arising from the information contained within.