



**Central  
Regional**



Course

# Pre-Enrolment Guide

Training Area:

**Information Technology**

Training Product:

**ICT40120 - AC13**

**Certificate IV Information  
Technology - Cyber  
Incident Response**



# 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 – Cyber Security Incident Response (AC13)

<b>Release number</b>	4
<b>Required number of units for course completion</b>	20
<b>Duration</b>	1 Year
<b>Location</b>	Geraldton Campus K018
<b>Delivery mode</b>	Local Classroom

### 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 prefer to study in a classroom and group environment with more readily available lecturer access, and want to learn cybersecurity

The electives for this version of the course have been chosen to develop broad cybersecurity knowledge and development skills from introductory to intermediate and to provide guidance into which area of Cybersecurity you may wish to continue study. No prior knowledge of cybersecurity 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 Cyber security Offense , defense Implementation and planning. .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**

Secondary school students participating in a VETDSS program as part of their secondary education are exempt from course and resource fees, however, depending on the chosen course, students may be required to purchase protective clothing, uniforms, textbooks, USBs, student cards and equipment at their own cost.

Specific information regarding fees and charges (if required) will be outlined for each qualification.

You will find detailed information about your course costs and how they are calculated 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

Classroom based

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](mailto: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](mailto: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](http://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.

## Timetable and Training Hours

The timetable provided helps you plan your week and understand your study commitments. The timetable shows which days and times you need to attend training. It helps you plan ahead and manage your participation.

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30 am-12:00 pm		K018	K018	K018	
12:00 pm - 12:45 pm LUNCH BREAK					
12:45 pm-4:00 pm		K018	K018	K018	

## 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 Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Semester 2	BSBCRT404	Apply advanced critical thinking to work processes [OAE47]	45.00					45.00	3.00	Face To Face	Core	Core Units	
	ICTICT426	Identify and evaluate emerging technologies and practices [OAQ12]	45.00					45.00	4.00	Face To Face	Core	Core Units	
	ICTICT443	Work collaboratively in the ICT industry [OBU17]	35.00					35.00	3.00	Face To Face	Core	Core Units	
Term 1	ICTPRG302	Apply introductory programming techniques [OBT27]	40.00					40.00	4.00	Face To Face	Core	Core Units	
	ICTNWK424	Install and operate small enterprise branch networks [OBT75]	45.00					45.00	3.00	Face To Face	Elective	Group D	
	ICTTEN419	Implement and troubleshoot enterprise routers and switches [AWD32]	60.00					60.00	3.00	Face To Face	Elective	Group H	
	ICTTEN525	Install, configure and test local area network switches [OCV54]	45.00					45.00	3.00	Face To Face	Elective	Group H	
Term 2	BSBXCS404	Contribute to cyber security risk management [OBO73]	25.00					25.00	5.00	Face To Face	Core	Core Units	
	ICTICT451	Comply with IP, ethics and privacy policies in ICT environments [OBU08]	50.00					50.00	5.00	Face To Face	Core	Core Units	
	ICTNWK420	Install and configure virtual machines [OAQ06]	45.00					45.00	10.00	Face To Face	Elective	Group D	
	ICTNWK422	Install and manage servers [OBT77]	30.00					30.00	3.00	Face To Face	Elective	Group D	
	ICTPRG434	Automate processes [OBT22]	35.00					35.00	4.00	Face To Face	Elective	Group H	
Term 3	ICTCYS401	Design and implement network security infrastructure for an organisation [OBV15]	50.00					50.00	7.00	Face To Face	Elective	Group H	
	ICTCYS403	Plan and implement information security strategies for an organisation [OBV14]	40.00					40.00	10.00	Face To Face	Elective	Group H	
	ICTCYS404	Run vulnerability assessments for an organisation [OBV13]	55.00					55.00	4.00	Face To Face	Elective	Group H	

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Term 3	ICTCYS407	Gather, analyse and interpret threat data [OBV10]	40.00					40.00	5.00	Face To Face	Elective	Group H	
Term 4	ICTSAS432	Identify and resolve client ICT problems [OBS62]	35.00					35.00	4.00	Face To Face	Core	Core Units	
	ICTCYS402	Identify and confirm cyber security incidents [OBV16]	35.00					35.00	5.00	Face To Face	Elective	Group H	
	ICTCYS405	Develop cyber security incident response plans [OBV12]	45.00					45.00	5.00	Face To Face	Elective	Group H	
	ICTCYS406	Respond to cyber security incidents [OBV11]	40.00					40.00	5.00	Face To Face	Elective	Group H	
		<b>Total</b>	840.00	0.00	0.00	0.00	0.00	840.00	95.00				

<b>Assessment</b>				
<b>Unit/s Of Competency/Cluster</b>	<b>Method</b>	<b>Lecturer</b>	<b>Trainer</b>	<b>Assessor</b>
BSBCRT404: Apply advanced critical thinking to work processes	A, C	Leigh Clifford	Yes	Yes
BSBXCS404: Contribute to cyber security risk management	A, C	Leigh Clifford	Yes	Yes
ICTCYS401: Design and implement network security infrastructure for an organisation	A, C	Leigh Clifford	Yes	Yes
ICTCYS402: Identify and confirm cyber security incidents	A, C	Leigh Clifford	Yes	Yes
ICTCYS403: Plan and implement information security strategies	A, C	Leigh Clifford	Yes	Yes
ICTCYS404: Run vulnerability assessments for an organisation	A, C	Leigh Clifford	Yes	Yes
ICTCYS405: Develop cyber security incident response plans	A, C	Leigh Clifford	Yes	Yes
ICTCYS406: Respond to cyber security incidents	A, C	Leigh Clifford	Yes	Yes
ICTCYS407: Gather, analyse and interpret threat data	A, C	Leigh Clifford	Yes	Yes
ICTICT426: Identify and evaluate emerging technologies and practices	A, C	Leigh Clifford	Yes	Yes
ICTICT443: Work collaboratively in the ICT industry	A, C	Leigh Clifford	Yes	Yes
ICTICT451: Comply with IP, ethics and privacy policies in ICT	A, C	Leigh Clifford	Yes	Yes
ICTNWK420: Install and configure virtual machines	A, C	Leigh Clifford	Yes	Yes
ICTNWK422: Install and manage servers	A, C	Leigh Clifford	Yes	Yes
ICTNWK424: Install and operate small enterprise branch networks	A, C	Leigh Clifford	Yes	Yes
ICTPRG302: Apply introductory programming techniques	A, C	Leigh Clifford	Yes	Yes
ICTPRG434: Automate processes	A, C	Leigh Clifford	Yes	Yes
ICTSAS432: Identify and resolve client ICT problems	A, C	Leigh Clifford	Yes	Yes

ICTTEN419: Implement and troubleshoot enterprise routers and switches		A, C	Leigh Clifford	Yes	Yes
ICTTEN525: Install, configure and test local area network switches		A, C	Leigh Clifford	Yes	Yes
<b>Assessment Method</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>R</b>
	<b>Written Test or Oral Questioning</b>	<b>Direct Observation (e.g. practical activities, role plays)</b>	<b>Assignment (e.g. projects, evidence portfolios)</b>	<b>3rd Party Assessment</b>	<b>Re-assessment Opportunities</b>



**TAFE**  
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