

AICT

AUSTRALIAN INSTITUTE OF
COMMERCE + TECHNOLOGY

**AICT'S HIGH SCHOOL
VETIS PROGRAM**

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AICT has been a registered training organisation since 1988, delivering high quality Information Technology certificates to students in WVA. The secret to our success is our practical hands-on approach, combined with industry certifications and utilisation of our network of industry partners. AICT delivers a number of Certificates on the AICT Campus in the Perth CBD, just minutes from the Perth Train Station.

AICT began delivering VETiS Programs in 2014 when we discovered the sector lacked diversity. The AICT program aims to deliver innovative, easily accessible, engaging and flexible certificates aimed and tailored specifically for a High School audience. AICT combine these qualities with great customer service and teacher support to create a competitive and highly recommended VETiS program!

WHAT IS THE AICT VETIS PLATFORM?

AICT delivers all content and assessments through an online Moodle platform. Students are each given their own login, and use this to view content and complete assessments.

Teachers can:

- view all their students progress
- mark the students assessments
- view example answers
- view student competencies and
- print progress reports

all in the one easy location!

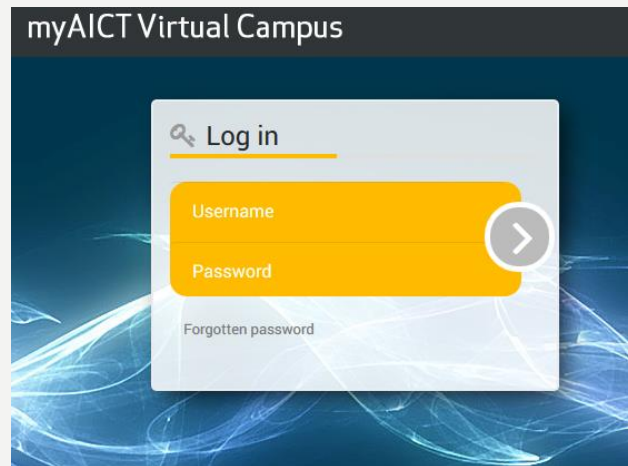
The logo for AICT (Australian Institute of Commerce + Technology) features the letters 'AICT' in a bold, black, sans-serif font. A white plus sign is positioned between the 'I' and 'C'. The logo is set against a yellow rectangular background.

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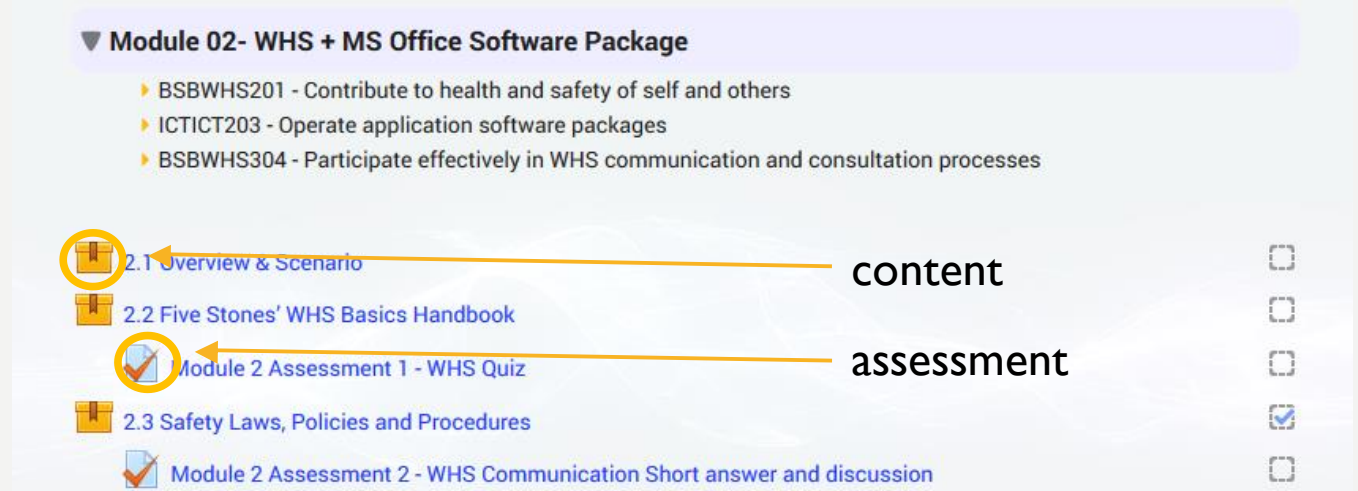
STUDENT VIEW

Our student portal is designed to be as user friendly as possible. Students can access content and assessments in two easy steps;

1. Login:




2. Start working!



CONTENT

Content is delivered through an engaging and interactive presentation, which is written specifically for a High School audience. Content and assessments have been ordered chronologically to give the student the best chance of receiving ‘satisfactory’ for their work.



3.0 Which OS?

Which OS is best? Well that depends on who you're asking! Computers are handy tools for a range of daily activities undertaken by a range of daily users. Just like with hardware components there are also different makes and models of operating systems to best meet certain user needs.

START

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Welcome to the course, !

How to navigate:

Click each topic on the right side and see the contents.

You are to return to this page by clicking **End** button, once each module has been completed.

Ready to begin? Click the first topic.



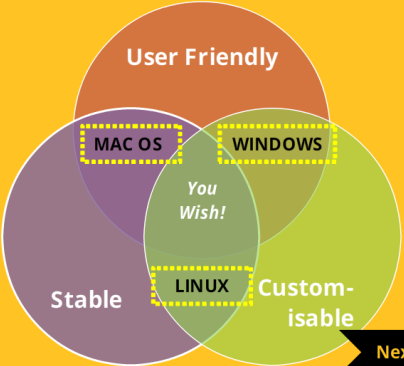
1.0 Which OS?
2.0 OS Selection: Further Considerations
3.0 Software Selection

1.1 Which OS is Best?

So far we have looked into what distinguishes different types of operating systems.

We have learned some are only for specific platforms (i.e mobile devices).

There are many OS for desktop computing but they all have different features and abilities. Which is best? Well that depends on what you want to get out of your computer system.



User Friendly

Stable

Customisable

You Wish!

MAC OS

WINDOWS

LINUX

Next

ASSESSMENTS

AICT utilises various types of assessment to gather evidence. The best part of our assessments is that they are all done online. Students can complete multiple choice, quizzes and the portal will mark the assessment for students who will receive their mark straight away. Short answer questions are also completed online, and teachers will see exemplar answers along with the student answer with every short answer or project question. Observation Checklist marking guides for practical tasks are also marked through the portal.

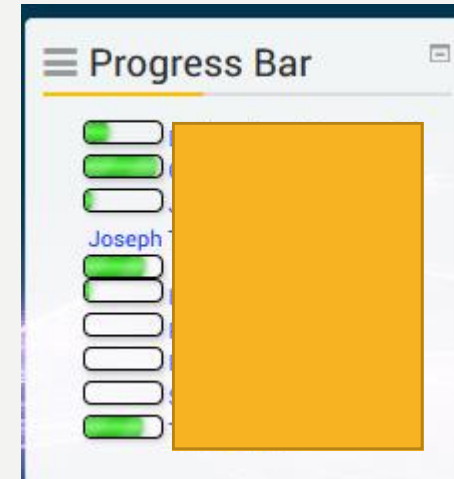
Teachers can see all submitted work that needs to be marked by selecting a button! Teachers have a 'grade me- load data' function which filters through all of the students submissions to find the assessments that need to be marked.

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TEACHER VIEW

Checking student progress is made easy with the AICT portal. As soon as teachers login, they can see quick visual representations of student completion:



Selecting a specific student will give you a more detailed description of what they have done:

Required items: 74%
All items: 77%

Before You Start

- [SCORM User Manual](#)
- [How To Screen-Shot](#)
- [Writing A Business Report](#)
- [Writing A Business E-mail](#)

Unit 01 - Operating Systems and Hardware

- 1.1 Computer Basics**
- [Summary of different internal components](#)
- 1.2 External Hardware Peripherals**
- [Summary of External Hardware Components](#)
- [Summary of types of peripherals and cables associated](#)
- [PPT Lecture on Internal Hardware Components](#)
- [PPT Lecture on External Hardware Components](#)
- 1.3 Operating Systems Basics**
- U1A1 - Operating Systems Quiz**
- 1.4 Client Requirements**
- U1A2 - Document Client Requirements**
- 1.5 Which OS**
- U1A3 - Which OS is best for Moe?**
- 1.6 Prepare for Installation**
- U1A4 - Prepare for Installation**
- 1.7 Installing Windows 7**
- U1A5 - Install Windows 7**

TEACHER VIEW

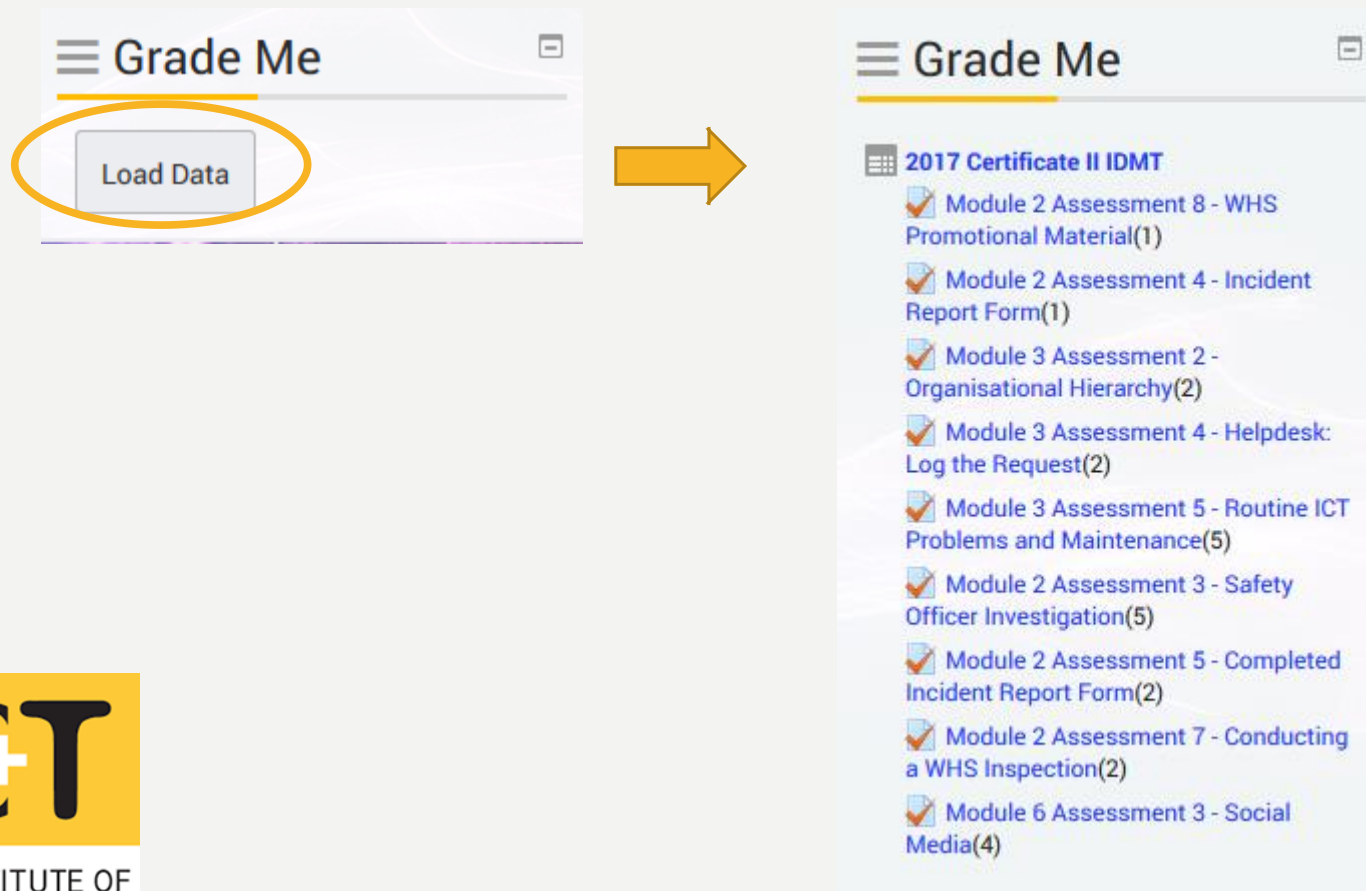
Teachers can view the class competencies and completed tasks by selecting the 'competencies' function. AICT maps the competencies to their relevant assessments, so once a student has completed all of the tasks mapped to a Unit of Competency they are allocated a 'C' for that particular UoC:

Surname	First name	U2A4 - Ergonomic Checklist	U2A2 - Work Safely	U2A5 - Meeting Minutes	U2A6 - WHS
		C	C	C	NA
		NA	NA	NA	NA
		NA	NA	NA	NA
		C	C	C	C
		NA	NA	NA	NA
		NA	NA	NA	NA
		NA	NA	NA	NA
		NA	C	C	C
		NYC	C	C	C

name	First name	Course total	ICTICT201	ICTICT302
		NYC	C	C


TEACHER VIEW

To mark student work, teachers simply select 'grade me' on their course screen, and a list of all the assessments which need marking will display:



TEACHER VIEW

From here, teachers can select students work, and mark the task while simultaneously viewing an exemplar:

	First name / Surname	State	Started on	Completed	Time taken	Grade/10	Q. 1 /10
<input type="checkbox"/>	 Hannah Buchan Review attempt	Finished	1 May 2017 1:58 PM	1 May 2017 2:00 PM	2 mins 22 secs	Not yet graded	Requires grading

Student answer

Marking guide/exemplar

Teacher mark and comment

Quiz: Module 2 Assessment 3 - Safety Officer Investigation
Question 4

Question 4 Complete
Marked out of 1

What is the procedure for reporting an accident or incident at your school/workplace? (This can be answered in dot-points)

- Report incident to a teacher and the OHS rep
- OHS rep to fill out incident report form
- Report to first aid officer if there is an accident

Answers will vary depending on specific schools, but generally:

- Students outline the steps for reporting a work health and safety incident at their school.

Sample Answer

1. If someone has been in an accident, notify the First Aid Officer
2. If a student has been hurt, notify the parents or emergency contact
3. Inform the Safety Officer of the incident/accident
4. Fill in an Incident Report form
5. Safety Officer investigates the hazard to prevent further incidents/accidents

Comment

Mark

out of 1

WHAT DO YOU REQUIRE AS A SCHOOL TO SIGN UP WITH AICT?

Schools need to have the physical capacity to train; students need to have an available classroom and access to a personal computer, as the AICT course is all online. Teachers are also required to hold:

- Certificate IV in Training and Assessment
- VET Certificate equivalent or higher to that of which they are teaching (eg. Certificate II, III, IV IDMT)
- Proof of Industry Currency and VET Currency

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WANT TO LEARN MORE?

To speak with some of our friendly staff, and enquire about a demonstration or more detail regarding what we will be offering in 2018, contact our High School Department at highschool@aict.wa.edu.au

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