**COURSE FACT SHEET**

**ICT60315 Advanced Diploma of Information Technology Business Analysis**

**CRICOS Course Code: 097759F**

**Global Business College of Australia:**

We are a vocational education and training provider committed to improving students’ practical application abilities and skills, by providing students with high quality international education services to better prepare them for the workforce.

**GBCA Values:** Innovative Minds, Caring Hearts, Global Skills

**Course Description:**

This qualification provides the skills and knowledge for an individual to be competent in business analysis in an information and communications technology (ICT) environment, either as an independent ICT specialist or as leader of a team. The ICT Business analyst identifies and communicates with users to formulate and product a requirements specification to create system or software solutions. This include:

* work with users to formulate and document business requirements
* identify, investigate, and analyse business processes, procedures and work practices
* identify and evaluate inefficiencies and recommending optimal business practices, and system functionality and behaviour
* use project management methodologies, principles and techniques to develop project plans and to cost, resource and manage projects
* take responsibility for deploying functional solutions, such as creating, adopting and implementing system test plans, which ensure acceptable quality and integrity of the system
* create user and training documentation, and conducting formal training classes
* develop functional specifications for use by system developers
* use data and process modelling techniques to create clear system specifications for the design and development of system software
* act as a central reference and information source, providing guidance and assistance in the system project decision making process

**Course duration:** 52 weeks (including catch up class, reassessment and holidays)

**Schedule:** 20 contact hours per week

**Delivery mode:** Face to face training or virtual classroom via Zoom during COVID lockdown

**Campus location and delivery site:** 337-339 La Trobe street, Melbourne 3000

**Entry requirements:**

Applicants must satisfy all requirements as below:

**Academic requirements**:

Students must complete at least year 12 or equivalent.

Demonstrated basic level understanding of IT knowledge, or some level of vocational experience in a range of work environment in information technology industry would be highly recommended.

**Language requirements**:

- Minimum of IELTS 5.5 (no band less than 5) or equivalent, or

- Successfully complete the GBCA English course/s to meet the English requirements of the intended course.

-GBCA also accepts completion of a recognised equivalent English preparation course from an accredited ELICOS provider.

-Overseas students who do not provide a satisfactory evidence for their English proficiency will be interviewed/ asked to undertake a language, literacy and numeracy (LLN) skills to ascertain their skills.

**Material requirement:**

Students are required to bring their own laptop with Microsoft Office 2007 or a later version installed for face to face classes.

**Course Structure:**

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| ICTICT608 Interact with clients on a business level |
| ICTICT610 Manage copyright, ethics and privacy in an IT environment |
| ICTPMG609 Plan and direct complex IT projects |
| ICTSAD601 Perform IT-focused enterprise analysis |
| ICTSAD603 Plan and monitor business analysis activities in an IT environment |
| ICTSAD604 Manage and communicate IT solutions |
| ICTSAD605 Elicit IT requirements |
| ICTSAD606 Analyse stakeholder requirements |
| ICTSAD607 Manage assessment and validation of IT solutions |
| ICTPMG602 Manage ICT project initiation |
| ICTPMG603 Manage ICT project planning |
| ICTPMG601 Establish ICT project governance |
| ICTPMG604 Manage ICT project delivery |
| ICTPMG606 Manage ICT project quality |
| ICTPMG605 Manage ICT project closure |

**Assessment methods:**

A variety of assessment methods will be used throughout the course, including: Project and written questioning. A typical project will require students to prepare project documentation and make presentation etc…

**Tuition and Non-Tuition fees:** Please refer to the Fee Schedule.

**Compliant statement:**

GBCA is responsible for providing compliant training and assessment, and issuing of the AQF certification documentation for qualifications detailed in its scope of registration on the National Training Register (training.gov.au).

**Course enquiries:**

If you have any enquiries, please contact: enquiry@gbca.edu.au

**Student support service contact:**

Student Support Officer

E: [Studentsupport@gbca.edu.au](mailto:Studentsupport@gbca.edu.au); T: 9041 3050

**This factsheet should be read in conjunction with our Student Handbook and website www.gbca.edu.au.** 