



Australian Government

ICTWEB302 Build simple websites using commercial programs

Release: 1

ICTWEB302 Build simple websites using commercial programs

Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to use web authoring tools to create, modify and test, simple web pages and websites.

It applies to individuals with responsibility for creating and maintaining simple websites.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Web

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify the authoring requirements	1.1 Select the preferred web authoring tool, according to the client requirements 1.2 Set preferences for the web authoring tool, including the site file transfer protocol client
2. Create and save the files	2.1 Create files, and save them, in the correct location or directory 2.2 Navigate the web authoring tool environment, or workspace 2.3 Access and use, a range of features in the web authoring tool 2.4 Maintain a suitable directory structure for the site 2.5 Save in the appropriate directory structure 2.6 Upload files to the appropriate folder on the server

ELEMENT	PERFORMANCE CRITERIA
3. Add content to the web pages	3.1 Insert and format text content, according to the client requirements 3.2 Insert images, data tables, and simple forms 3.3 Access the markup language and make basic modifications to the code
4. Create simple navigation	4.1 Create a site map in order to plan navigation 4.2 Create links between pages to reflect content structure, using both text and images
5. Test the website	5.1 Test the elements of the website's content across a number of different browsers, and browser versions, to ensure the consistency of presentation and performance 5.2 Test that the website meets the client requirements

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 3.1	Evaluates a range of technical specifications and other information, to determine the most appropriate solutions to meet client needs and requirements
Writing	2.1, 3.1, 3.3, 4.1	Uses software, and the appropriate technical language, to create files
Navigate the world of work	3.1	Understands own role and responsibility to comply with specific client requirements
Interact with others	1.1, 3.1, 5.2	Initiates a connection with others through verbal, or nonverbal communication, responding as appropriate
Get the work done	1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 3.1, 3.2, 3.3, 4.1, 4.2, 5.1, 5.2	- Takes responsibility for planning, sequencing and prioritising tasks within own workload, for efficiency and effective outcomes - Makes some critical and non-critical decisions within mostly familiar situations, to develop and test, functional websites that meet client needs

		Understands the purposes, specific functions, and the key features of common digital systems and tools, and operates them effectively to complete routine tasks
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Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalenc e status
ICTWEB302 Build simple websites using commercial programs	ICAWEB302A Build simple websites using commercial programs	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>

Assessment Requirements for ICTWEB302 Build simple websites using commercial programs

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Performance Evidence

Evidence of the ability to:

- select, and use, a web authoring tool to create web pages in accordance with client requirements
- insert the text and image elements into a web page
- modify the existing markup
- test web page content for consistency
- upload the files to the server.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain the Australian Computer Society Code of Ethics
- list the work health and safety (WHS) requirements relevant to the information and communications technology (ICT) industry
- identify the web authoring tools used for web page design
- provide an overview of website publishing and markup languages
- explain sustainability concepts, including energy and resource conservation
- describe the function of a file transfer protocol (FTP)
- list common browsers used for accessing the web.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the website technologies field of work, and include access to:

- computer hardware and software
- web authoring tools
- the web servers
- the website
- storage media
- FTP client software
- the server security password, and access procedures.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

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