

1. TITLE OF THE CERTIFICATE (ES)

Certificado de Profesionalidad de nivel 3 en
IFCT0510 GESTIÓN DE SISTEMAS INFORMÁTICOS

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Professional Certificate Level 3 in
IFCT0510 MANAGEMENT OF COMPUTER SYSTEMS
(This translation has no legal status)

3. PROFILE OF SKILLS AND COMPETENCES

The holder of this certificate will have acquired the **general competence** to configure, administer and maintain an IT system at hardware and software level, guaranteeing the availability, optimum performance, functionality and integrity of the system services and resources. This general competence is divided into the following **skills units** (UC):

- Administer the system's hardware devices (UC0484_3).
- Install, configure and administer the software of the system and its application (UC0485_3).
- Guarantee the security of the computer equipments (UC0486_3).

The professional skills are acquired through the **learning outcomes** defined within the related Training Modules (MF):

- Hardware administration of a computer system (MF0484_3).
- Software administration of a computer system (MF0485_3).
- Security in computer equipments (MF0486_3).
- Practical training at the workplace in Management of computer systems (MP0398)

(See legal basis for all learning outcomes information acquired by the holder of this Certificate in each MF).

As a reference the learning outcomes include in the Practical training at the workplace that complete and reinforce the learning outcomes acquired in the other training modules, are:

- Identify the system hardware components, distinguishing their characteristics and detailing the installation parameters and procedures.
- Apply security and environmental conditioning procedures to guarantee the integrity of the system and the appropriate environment according to the specifications and requirements of the systems to be installed.
- Plan the use support to ensure the maximum availability and documentation of the corresponding tasks.
- Analyse and define the policies of making data backup and recovery copies according to the security specifications.
- Take part in the company's working processes, following the rules and instructions established at the workplace.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THIS CERTIFICATE

The holder of this certificate may work in any business sector, given its transectoral nature, and the need of companies to handle and administer their computer systems whatever sector they are in. The holder may also work in companies or organisations of any size that use computer systems for their administration, in any productive sector; companies dedicated to the sale of computing equipment; and companies providing technical computer assistance services. The most pertinent occupations and positions are:

- Network systems administrator.
- Systems administrator.
- IT manager.

5. OFFICIAL BASIS OF THE CERTIFICATE		
<p style="text-align: center;">Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>The Ministry of Employment and Social Security or the corresponding autonomous regional administration within the scope of its competence, in the name of the King. The certificate is valid throughout Spain.</p>		
<p style="text-align: center;">Level of the certificate</p> <p>The Professional Certificate Level 3 of the National Repertoire of Professional Certificates corresponds to level 4 of the International Standard Classification of Education (ISCED-P 2011).</p> <p>The European Qualification Framework (EQF) level:</p>		
<p style="text-align: center;">Grading scale/Pass requirements</p> <p>The grading scale and pass level of the training modules are expressed on a scale of 0 to 10. The minimum score for a pass is 5 in every training module including a pass in the practical training at the workplace module.</p> <p>The grading system is as follows:</p> <ul style="list-style-type: none"> - FAIL: 0 to 4.9 - PASS-SATISFACTORY: 5 to 6.9 - PASS-GOOD: 7 to 8.9 - PASS-EXCELLENT: 9 to 10 		
<p style="text-align: center;">Access to next level of education/training</p> <p>This Professional Certificate Level 3 gives access to Professional Certificate Level 3 within the same professional area and family.</p> <p>For validation purposes, the educational authorities will recognise the professional module or modules of the VET diplomas corresponding to the skills units included in the training modules of this certificate.</p>		
<p style="text-align: center;">Legal basis</p> <p>Royal Decree 1531/2011 of 31 October, establishing twelve professional certificates in the professional family Information and Communications Technology, which are included in the National Repertoire of Professional Certificates. (Appendix XI, Code: IFCT0510)</p> <p>Amended by Royal Decree 628/2013 of 2 August, establishing four professional certificates in the professional family Information and Communications Technology, which are included in the National Repertoire of Professional Certificates, and updating the professional certificates established as Appendices I, II, III, IV, V, VI, VII, VIII, IX, X, XI and XII of Royal Decree 1531/2011 of 31 October, and as Appendices I, II, III, IV, V and VI of Royal Decree 686/2011 of 13 May.</p>		

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE		
<p>This certificate may be acquired by:</p> <ol style="list-style-type: none"> 1. Training: Completion with a pass grade of the face-to-face or online training programme. 2. Recognition of the professional skills acquired through professional experience or non-formal training (prior learning): Completion of a process of skills evaluation and accreditation in all the skills units making up the professional certificate. 3. Dual training: Completion of a training and apprenticeship contract, which may range from 1 year (or 6 months, if stipulated as such in the collective agreement) to 3 years, during which effective working time is combined with time dedicated to training under the training programme for the professional certificate. <p>The training method (number 1 above) requires successful completion of the training modules and the practical training at the workplace:</p>		
Description of vocational training received	Percentage of total programme (%)	Duration (hours)

Training modules	84	420
Practical training at the workplace	16	80
Total duration of training leading to the certificate		500
<p>Entry/access requirements:</p> <ul style="list-style-type: none"> - <i>Bachiller</i> Diploma (upper secondary education); or - Professional Certificate Level 2 in the same professional area. - If neither of the above or higher certifications are held, a pass in the key skills tests. <p>Additional information: Professional certificates are instruments for official accreditation of the professional qualifications in the National Catalogue of Professional Qualifications for all economic activities, within the scope of the labour administration. The National Repertoire of Professional Certificates is divided into three qualification levels (Level 1, Level 2 and Level 3), and by sectors into 26 professional families and 102 professional areas. More information is available at: www.sepe.es</p> <p>National Europass Centre: www.oapee.es</p>		

(*) **Explanatory note:** This document is designed to provide additional information about the specified certificate, but has no legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates; and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information is available at: <http://europass.cedefop.eu.int>

Information on Professional Certificates of the Map of Qualifications and Vocational Training in Spain

