L1/L2 Vocational ICT

# Course Overview

* **Exam Board** – WJEC
* **Usual Age Range** – 14-16
* **Qualification** – equivalent to 1 GCSE
* **Curriculum Time** – Five 50 minute lessons per week in class plus additional work in Independent Learning Time. This time will also include Careers Advice and Guidance session linked to Digital roles.
* **Assessment** – this curriculum is assessed via:
  + 1 x 1 hour 20 min onscreen examination
  + 1 x controlled assessment task to be completed under examination conditions within the classroom. 40 hours of lesson time will be allocated to the completion of this task. An assignment brief will be provided by WJEC which will include a scenario and several tasks for completion.
* **Grading** – L1 Pass – L2 Distinction \*
* **Full specification** - <https://www.wjec.co.uk/qualifications/level-1-2-vocational-award-in-ict/#tab_keydocuments>

# Curriculum Intent

The **intent** of the Vocational ICT curriculum is to give UTC students an opportunity to develop their understanding of the fundamental principles and concepts of working with computer systems along with practical business applications. The intent is to ensure students have useful knowledge, understanding and skills that can be applied in any Digital Technology setting in their future career.

The further intent of the Curriculum is to give students useful technical skills around business applications such as the ability to develop a Database, anyalse data, produce well designed documents ensuring accuracy and links to other business applications.

Students are supported and encouraged to develop their **love of reading** and literacy skills on this course, by reading related ICT news and articles and by completing regular extended writing activities, along with evaluative documentation.

Students are encouraged to develop their **numeracy** on this course by applying the mathematical skills relevant to data analysis: including the use of mathematical equations within spreadsheets and database reports; graphs and charts.

Suggested next step **destinations** after completion include A Level Computer Science, Level 3 Technical IT or Extended Project Qualification.

Related **careers** include working as a data analyst; digital content producer; systems engineer; web marketing manager. This intent of the Curriculum is to also provide a good baseline knowledge, skills and understanding for students who undertake an Apprenticeship.

# Remote Learning and Revision

Students will benefit additional study of Computer Science GCSE Theory for the exam revision and also if they are absent from the UTC but well enough to complete remote learning. It is also helpful to practice Python coding regularly. Students can communicate with the teacher via Teams or via email if absent from school.

* Practice Assessments and papers - <https://www.wjec.co.uk/qualifications/level-1-2-vocational-award-in-ict/#tab_keydocuments>
* Spreadsheet tutorial - <https://www.wikihow.com/Use-Excel>
* Database tutorial - <https://www.tutorialspoint.com/ms_access/index.htm>
* Students can access all lesson materials on Google classroom along

Some other useful websites:

* Simply Teach - <https://mysimplyteach.co.uk/key-stage-4/wjec-gcse-digital-technology/unit-1-the-digital-world>

# Curriculum Overview

The learning in Vocational ICT (*1 GCSE equivalent*) is sequenced as follows.

*Note: the full Curriculum Plans are available on request to* [*info@nef.tynecoast.academy*](mailto:info@nef.tynecoast.academy)

**Key Topics**

* Unit 1: ICT In Society
  + How IT can be used to fulfil the needs of organisations and individuals
  + How data and information is used and transferred
  + Legal, moral, ethical, cultural and environmental impacts of
  + IT and the need for cybersecurity
* Unit 2 ICT in context
  + Planning, creating, modifying and using databases
  + Planning, creating, modifying and using spreadsheets
  + Planning, creating and modifying an automated document
  + Planning, creating, manipulating and storing images

Year 10:

**Half Term 1**

* How IT can be used to fulfil the needs of organisations and individuals
  + Functionality of different hardware devices
  + Functionality of different software
  + Services provided by IT

**Half Term 2**

* Planning, creating, manipulating and storing images
  + Planning and designing an image
  + Creating and modifying an image using appropriate tools and techniques
  + Storing the image appropriately and outputting the final image in a format that is fit for purpose
* Planning, creating, modifying and using databases
  + Planning and designing a database

**Half Term 3**

* Planning, creating, modifying and using databases
  + Creating and modifying a database
  + Interrogating a database
  + Creating user interfaces
  + Testing and evaluating a database
* Planning, creating, modifying and using spreadsheets
  + Planning and designing a spreadsheet

**Half term 4**

* Planning, creating, modifying and using spreadsheets
  + Creating and formatting a spreadsheet
  + Use of appropriate data formatting and adding suitable validation rules
  + Use of appropriate formulae and functions to meet set outcomes
  + Arranging, reducing and outputting data to help make decisions
  + Modifying data and formulae to model 'what if' scenarios
  + Testing and evaluating spreadsheets

**Half Term 5**

* Planning, creating and modifying an automated document
  + Planning and designing an automated document
  + Creating an effectively structured data source and linking this to a standard document
  + Appropriately structuring the content of the standard document and inserting fields as required
  + Merging and outputting final documents

**Half Term 6**

* How data and information is used and transferred
  + Why data must be fit for purpose
  + How input data is checked for errors

Year 11:

**Half Term 1**

* How data and information is used and transferred
* How data transfers over different types of network
* Different types of connectivity

**Half Term 2**

* Legal, moral, ethical, cultural and environmental impacts of IT and the need for cybersecurity
  + Risks to information held on computers
  + The impact of data loss, theft or manipulation on individuals and businesses
  + Methods used to protect information
  + How moral and ethical issues affect computer users

**Half Term 3**

* Legal, moral, ethical, cultural and environmental impacts of IT and the need for cybersecurity
  + How legal issues protect computer users
  + The cultural, personal and environmental impact of ICT
  + How a digital footprint can impact computer users

**Half term 4**

* Review of how IT can be used to fulfil the needs of organisations and individuals

**Half Term 5**

* Revision and exam preparation

**Half Term 6**

* External examination period