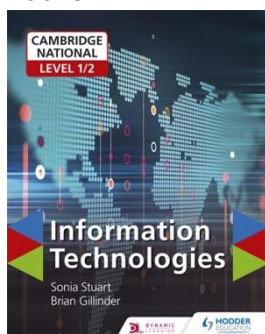


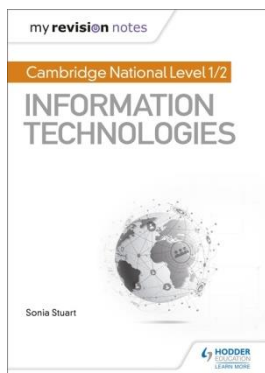
Course information			
Year: 11 Subject: Information Technologies			
Subject	Information Technologies	Subject Leader Contact Information	Mr S Clawson sclawson@cottesloe.bucks.sch.uk
Examination Board	OCR Cambridge Nationals	Specification Code	J808
Subject Content			
<ul style="list-style-type: none"> • Tools and techniques for planning solutions • Advanced spreadsheet and database skills • Collecting, storing and using data/information • Considering factors when collecting, processing and storing data/information • Reviewing and evaluating solutions 			
Additional Equipment Needed			
<ul style="list-style-type: none"> • Access to a computer with Microsoft Office package installed (Excel, Word, Access) • Headphones (for following video tutorials) 			
Assessment Details:			
Two units of assessment:			
R012 - Written Exam - 1hour 45 minutes (50%)			
R013 - Assignment set by OCR - 20 hours (50%)			
To be successful students will need to be able to:			
<ul style="list-style-type: none"> • Understand what, how and why different technologies are used to gather, store, manipulate and present data (i.e. data management) • Use different tools and techniques in different hardware and software technologies to create solutions to manage and communicate data and information by following the project life cycle • Explain legal, ethical and moral considerations when using technology to gather, store and present information • Describe techniques for reducing the risks of cyber-attacks 			
What can I do to support my child at home?			
<ul style="list-style-type: none"> • Ensure your child has access to a computer with the Microsoft Office package installed • Share your experiences with information systems that you have used to help your child understand what makes a good system, this will help when they develop their own information system for the course • Ask your child to explain how they intend to develop their system for their set assignment • Discuss with your child how IT impacts society and the importance of having good IT skills • Ensure your child is aware of how technology has evolved since your childhood so they have an appreciation of how technology has advanced and a realisation of where it may go in the future (especially in relation to businesses and the real world) • Encourage your child to teach you ways of using tools and techniques in the Microsoft Office package as this will embed their knowledge 			
Recommended resources for the course:			
Websites:			
OCR (https://www.ocr.org.uk/qualifications/cambridge-nationals/information-technologies-level-1-2-j808/)			

Books:



Cambridge National Level 1/2 Certificate in Information Technologies

ISBN: 9781510423275



My Revision Notes: Cambridge National Level 1/2 Certificate in Information Technologies

ISBN: 9781510423282

Teaching Staff Contact Details

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