

Information Technology Unit Overview Year 10 J808 Term 1

Subject not previously studied. Students will follow planned scheme of work.

OCR National Level 1/2 Information Technologies (J808)

Year 10 (Term 1)

What are we learning?	What knowledge, understanding and skills will we gain?	What does mastery look like?	How does this build on prior learning?	What additional resources are available?
Module 1 Stages of the Life Cycle	Knowledge LO1.1: The phases of the project life cycle Initiation, planning, execution, and review LO1.2: Interaction and iteration between the stages Understanding LO1.4 Initial project and consideration (SMART objectives) LO2.1: Initiate a project and analyse requirements to a given context Skills Using appropriate software to create a work plan	Being able to state and understand the stages of the life cycle. Knowing the output from each stage and understanding that one stage links to the next. Creating a realistic work plan for a specific project.	Using understanding from LO1.1 & LO1.2	Text Book: Stuart & Gillinder (2018) Information Technologies Stuart (2018) Cambridge National information Technologies My Revision Notes Course PowerPoints <ul style="list-style-type: none"> Every topic is available as a PPT Useful Sources <ul style="list-style-type: none"> In SharePoint a PPT is available containing a list of resources (constantly being updated) Exam Papers Unit R012 <ul style="list-style-type: none"> Available on SharePoint.
Module 2 Mitigation risks for a project	Knowledge LO2.2 Mitigate risks through planning process LO4.4	Being able to give examples of steps required to prevent project failure.		Exam Papers Unit R012 <ul style="list-style-type: none"> Available on SharePoint.

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	<p>Prevention measures that can be used</p> <p>LO4.5 Current legislation, its implications and applications</p> <p>Understanding LO4.5 The implications and impact of relevant IT / data legislation</p> <p>Skills Development of IT skills within context of presenting information.</p>	<p>Understanding the main aspects of legislation and its impact upon data holder, users and customers.</p>	<p>Knowledge of L04.5 legislation.</p>	
<p>Module 3 Planning and reviewing project phases</p>	<p>Knowledge Recap of 1.1 ad 1.2</p> <p>Understanding LO8.1 Carry out and document iterative review and phase review LO2.3 Creating planning documentation LO2.4 Undertake iterative testing</p> <p>Skills Introductory skills in word and excel</p>	<p>A viable / workable (realistic) review</p> <p>Tools within Excel and Word used to produce integrated a single document setting out plans.</p>	<p>Knowledge from 1.1 & 1.2 (module 1)</p> <p>Knowledge from 1.1 & 1.2 (module 1)</p>	

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What are we learning?	What knowledge, understanding and skills will we gain?	What does mastery look like?	How does this build on prior learning?	What additional resources are available?
	LO1.5 Planning tools and the software used to develop project plans (word & excel)			

OCR National Level 1/2 Information Technologies (J808)

Year 10 (Term 2)

What are we learning?	What knowledge, understanding and skills will we gain?	What does mastery look like?	How does this build on prior learning?	What additional resources are available?
<p>Module 4</p> <p>Creating, updating, deleting and using data</p>	<p>Knowledge LO3.1 Data Types LO3.2 Information</p> <p>LO5.1 How to create, edit and delete using software tools</p> <p>Understanding Integration of 3.1 into 3.2 Turning data into information</p> <p>Skills</p> <p>Spreadsheet skills:</p> <ul style="list-style-type: none"> • using a functions and formulae (LookUp, IF, Concatenate) • Creating macros <p>Database skills:</p> <ul style="list-style-type: none"> • Creating a database <p>Within these software types be able to - create, edit and delete using software tools</p>	<p>Being able to distinguish between data and information</p> <p>Fit for purpose documents produced.</p> <p>Acquisition of the skills of creating, changing and deleting data within spreadsheets and database software</p>	<p>Skills will have been covered in a limited way in key stage 3</p>	<p>Text Book:</p> <p>Stuart & Gillinder (2018) Information Technologies</p> <p>Stuart (2018) Cambridge National information Technologies My Revision Notes</p> <p>Course PowerPoints</p> <ul style="list-style-type: none"> • Every topic is available as a PPT <p>Useful Sources</p> <ul style="list-style-type: none"> • In SharePoint a PPT is available containing a list of resources (constantly being updated) <p>Exam Papers Unit R012</p> <ul style="list-style-type: none"> • Available on SharePoint.
<p>Module 5</p> <p>Presenting information in a meaningful way</p>	<p>Knowledge LO6.1 Selection and justification of the appropriate tools and techniques and formats to process data to meet the defined objective in a given context</p>	<p>Fit for purpose documents produced.</p> <p>Acquisition of the skills of presenting data within</p>		

What are we learning?	What knowledge, understanding and skills will we gain?	What does mastery look like?	How does this build on prior learning?	What additional resources are available?
	<p>Understanding</p> <p>LO6.2 Purpose and suitability of presenting methods</p> <p>LO6.3 Resources required for presenting information and the appropriateness of the use if these in context</p> <p>Skills</p> <p>LO7.1 How to select and present information</p> <p>LO7.2 How to present information using appropriate software tools and techniques</p> <p>LO7.3 Developing presenting techniques</p>	<p>spreadsheet, database & presentation software</p>	<p>Skills will have been covered in a limited way in key stage 3</p>	

OCR National Level 1/2 Information Technologies (J808)
Year 10 (Term 3)

What are we learning?	What knowledge, understanding and skills will we gain?	What does mastery look like?	How does this build on prior learning?	What additional resources are available?
Module 6 Final evaluation for a project	Knowledge LO8.1 Final review of project Understanding LO8.1 Final review of project Iterative reviews: Criteria could include (timing, technical issues, resolutions of problems and adaptations to plans) Final review: Criteria can include (success, deviation from plans, further developments) Skills Presenting information in a suitable format using relevant and range of software	A report or record that evaluates the products created. That includes a range of criteria to judge success. Judgments made: <ul style="list-style-type: none"> • Meeting of initial objectives • Success of plans • Extent to which the product meets needs What would be done differently 	Based upon understanding developed through modules 1-7	Text Book: Stuart & Gillinder (2018) Information Technologies Stuart (2018) Cambridge National information Technologies My Revision Notes Course PowerPoints <ul style="list-style-type: none"> • Every topic is available as a PPT Useful Sources <ul style="list-style-type: none"> • In SharePoint a PPT is available containing a list of resources (constantly being updated)
Assessment for R013 Developing Technological solutions (Coursework)	RO13: Coursework (50%) Assessment of LO2, LO5 LO7, LO8	Workable and realistic computer product that meets the needs of the user. Achievement of coursework grade which is at no less than target grade.	Synoptic Themes: RO13: All of: LO2, LO5 LO7, LO8	Exam Papers Unit R012 <ul style="list-style-type: none"> • Available on SharePoint.
LO3 How data and information can be	Knowledge			

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Year 10 (Term 3)

What are we learning?	What knowledge, understanding and skills will we gain?	What does mastery look like?	How does this build on prior learning?	What additional resources are available?
collected, stored and used	<p>LO5.1 How to create, edit and delate using software tools</p> <p>Understanding Integration of 3.1 into 3.2 Turning data into information</p> <p>Skills</p> <p>Spreadsheet skills</p> <ul style="list-style-type: none"> • Using advanced functions • Formulae & LookUp, IF, • Creating Advanced macros <p>Database skills:</p> <ul style="list-style-type: none"> • Creating a database. • Creating advanced search and sorts • Creating reports / outputs 	<p>Fit for purpose documents produced.</p> <p>Acquisition of the skills of creating, changing and deleting data within spreadsheets and database software</p>	<p>Module 4 L03.1 & LO3.2</p> <p>Skills will have been covered in a limited way in key stage 3</p> <p>Recap of functions and formulae from Module 4</p>	

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Delivery Plan Overview

Learning Objectives		Year 10 (2020-21)					Year 11 (2021-22)					
		T1.1	T1.2	T2.1	T2.2	T3.1	T3.2	T1.1	T1.2	T2.1	T2.2	T.3.1
LO1 Understand the tools and techniques that can be used to initiate and plan outcomes	1.1 Phases of the life cycle	M1										
	1.2 Interaction and iteration between phases	M1										
	1.3 Inputs and outputs of each stage	M1										
	1.4 initial project considerations	M1										
	1.5 Planning tools and the software types used to develop project plans		M3									
LO2 To be able to initiate and plan a solution to meet an identified need	2.1. Initiation	M1				x						
	2.2 Mitigation of risks	M2				x						
	2.3 Creating planning documents		M3			x						
	2.4 Undertake iterative testing		M3			x						
LO3 Understand how data and information can be collected. Stored and used	3.1 Data			M4			M4a					
	3.2 Information			M4			M4a					
	3.3 Collection methods							M7				
	3.4 Storage methods							M7				
	3.5 Using data in context & big data							M7				
LO4 Understand the factors to be considered when collecting and processing data and storing data & information	4.1 Types of threats							M8				
	4.2 Vulnerabilities that can be exploited by cyber attacks							M8				
	4.3 Impacts of cyber attacks							M8				
	4.4 Prevention measures	M2							M8			
	4.5 IT legislation (current & relevant)	M2							M9			
	4.6 Importance of validity, reliability and bias when collecting and using data & information								M9			

Year 10						Year 11				
T1.1	T1.2	T2.1	T2.2	T3.1	T3.2	T1.1	T1.2	T2.1	T2.2	T.3.1
T1.1	T1.2	T2.1	T2.2	T3.1	T3.2	T1.1	T1.2	T2.1	T2.2	T.3.1

LO5 To be able to import and manipulate data to develop a solution to meet an identified need	5.1 Create, edit, delete and process data using software (a) Spreadsheets			M4		x					
	(b) Databases					x					
LO6 Understand different methods of processing and presenting data & information	6.1 select and justify software tools and techniques used				M5					M5a	
	6.2 Select appropriate methods of presenting information				M5					M5a	
	6.3 The advantages and disadvantages of method used for presenting information				M5					M5a	
LO7 To be able to select and present information in the development of the solution to meet an identified need	7.1 Select and extract data				M5					M5a	
	7.2 Present information using appropriate software (a) DTP				M5					M5a	
	(b) Presentation										
	(c) Web / mobile technologies										
LO8 To be able to iteratively review and evaluate the development of the solution	8.1 (a) Carry out and document reviews		M3			M6					
	8.1 (b) Carry out final evaluations					M6					

Elements to be assessed through the examination (R012)

Elements to be assessed through Coursework (R013)

Notes: Where M appears, this is a specific modules of work which is planned. Where X appears, is where coursework is planned to be delivered.

