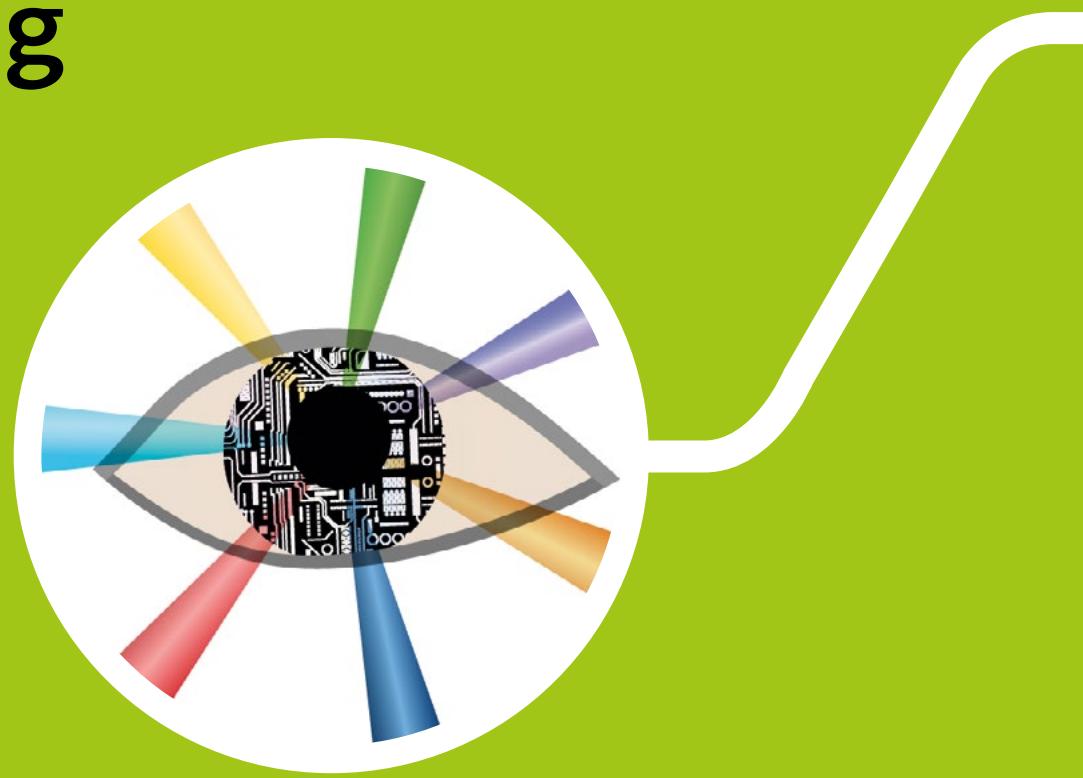
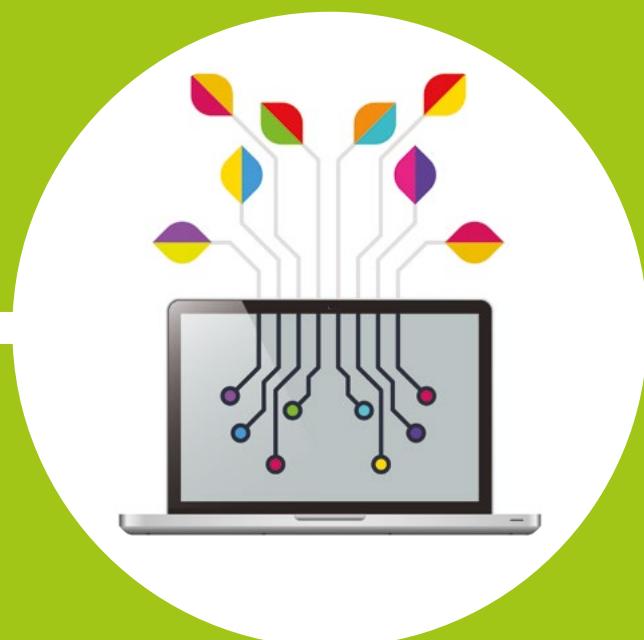


# Teaching Computing or Information Technology at Level 3?



**Choose BTEC:**

BTEC Nationals in Computing

BTEC Nationals in Information Technology



## Welcome to your Guide to the new BTEC Nationals in:

### Computing Information Technology

Your Guide includes everything you need to know about what's new, why universities and employers are so excited about these new qualifications, and why around 1 in 4 students entering university in the UK do so with a BTEC.\*

### Contents

3	Why choose BTEC Nationals?
4	What's new
5	What BTEC Nationals can do for your students
6	<b>BTEC Nationals in Computing</b>
18	BTEC Nationals in Information Technology
26	Your units explained
28-29	Assessment and Grading
30	Quality assurance and Administration
31	Support summary
Back cover	Your next steps

\*Source: UCAS Progression Pathways – Jan 2016

## Why choose BTEC Nationals?

Young people taking their first step into a new career need the right blend of **technical and academic skills** to support them. And we know that employers and Higher Education are looking for highly skilled, job-ready individuals with a strong work ethic.

That's why we've created the new BTEC Nationals in collaboration with over 5,000 universities, employers and professional bodies with **employability at the heart**, so your learners can develop the skills and confidence they will need to step into a prosperous future.

### Why universities choose BTEC

[quals.pearson.com/  
BTECprogressGuide](http://quals.pearson.com/BTECprogressGuide)



### Why employers choose BTEC

[quals.pearson.com/  
BTECprogressGuide](http://quals.pearson.com/BTECprogressGuide)



### Why students choose BTEC

[quals.pearson.com/  
BTECSuccessGuide](http://quals.pearson.com/BTECSuccessGuide)

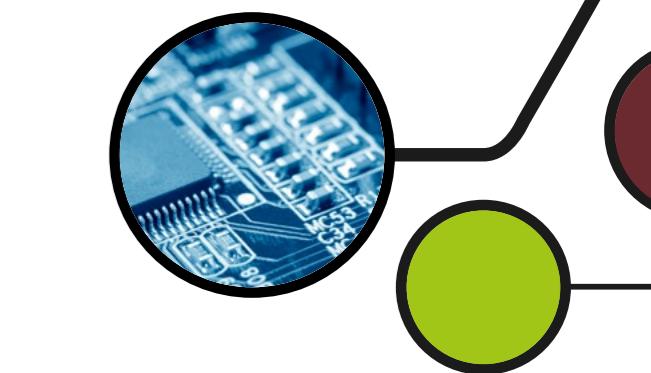


**95% of  
universities and  
colleges in the UK  
now accept BTECs**

– including Oxford  
University  
(Source: UCAS, Meeting  
the Needs of Learners,  
Providers and  
Universities (2016))

**BTECs have  
the highest rates of  
learner progression,  
than any other  
vocational qualification  
particularly to Higher  
Education**

(Source: Department for Business,  
Innovation & Skills report on 'Social  
Mobility: Contribution of Further  
Education and Skills')



See next page for what's new

## What's new

Your new BTEC Nationals retain their familiar practical, unit-by-unit approach and have evolved to reflect feedback from Higher Education, employers and teaching professionals.

This means your new BTEC Nationals now include:

### 1 Combination of assessment styles

Learners have the opportunity to demonstrate their knowledge, skills and understanding in a range of work-related contexts – **see page 28** for further details.

- **Internal assignments:** Set and marked by the centre.
- **External Tasks:** Practical tasks, set and marked by Pearson.
- **Written exams:** Written answers to practical questions set and marked by Pearson.
- **Synoptic units:** Students can demonstrate that they can apply skills, knowledge and techniques learned across the qualification. **See pages 10 and 20** for details of synoptic units.



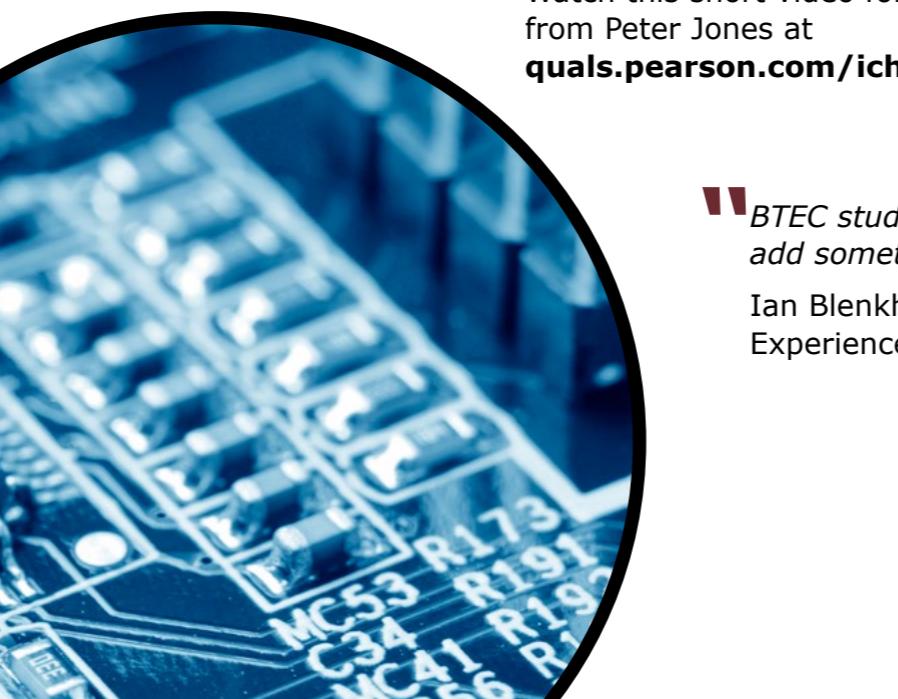
See next page to find out what BTECs can do for your students

### 2 Larger foundation of mandatory units

Gives universities and employers confidence that BTEC-qualified candidates have reached a consistent level of core knowledge and skills for their sector.

### 3 Even more support

We've listened, and have put together our most comprehensive support package yet, including more exemplar materials.



## What BTEC Nationals can do for your students

Your new BTEC Nationals offer learners **modern, work-related qualifications** which open the door to higher education and a career because they:

- are each designed with a **clear purpose to support defined progression** routes into higher education or employment
- **build high-level skills** such as teamwork, creative thinking and presentation skills.
- develop **independent research and study skills** essential for success at university.



*"BTEC helps students get the skills that today's employers are looking for... BTEC is considered the gold standard of vocational learning."*

Peter Jones, CBE

Watch this short video for more from Peter Jones at  
[quals.pearson.com/ichooseBTECguide](http://quals.pearson.com/ichooseBTECguide)

1

See some great BTEC success stories and hear from our 2016 BTEC Award winners at [quals.pearson.com/ichooseBTECguide](http://quals.pearson.com/ichooseBTECguide).



**BTEC AWARDS 2016**

### Want to know more?

Visit [ichoosebtec.com/guide](http://ichoosebtec.com/guide) to see what universities, employers and students have to say about BTEC.

For full details of your BTEC Nationals in Computing see next page

For BTEC Nationals in Information Technology see page 18

# Your new BTEC Nationals in Computing

Your new BTEC Nationals in Computing offer a flexible range of qualifications that can be studied alongside other level 3 qualifications such as A levels or other BTEC Nationals as part of a larger programme of study, or as the main focus of study. All sizes attract UCAS points and are widely recognised by universities and employers.

Your new BTEC nationals in Computing are the only Computing vocational qualifications available at Level 3 and provide:

- **flexibility** for your students to progress to larger-size qualifications or specialise
- opportunities for students to showcase their skills through **practical assessments**
- the **underpinning knowledge and skills** needed to meet industry requirements
- the **transferable and high-order skills** so highly regarded by HE and employers
- **Applied General and Tech Level** qualification options.

We've listened to your feedback and have introduced **two new sizes** in the suite. See pages 10 and 11 for full details.

## HE and Employer support

See the list of organisations who've written letters of support for your new BTEC Nationals in Computing at: [quals.pearson.com/BTECNatsComputinglettersGuide](http://quals.pearson.com/BTECNatsComputinglettersGuide)



## Applied General qualifications

Applied General qualifications are for students progressing to their career through higher level study, although they could go directly into employment at the end of the course.

Students will have the opportunity to:

- **choose between different qualification sizes** so they have the option to study full or part-time or take a BTEC alongside other level 3 qualifications such as A levels
- **develop transferable knowledge and skills.**

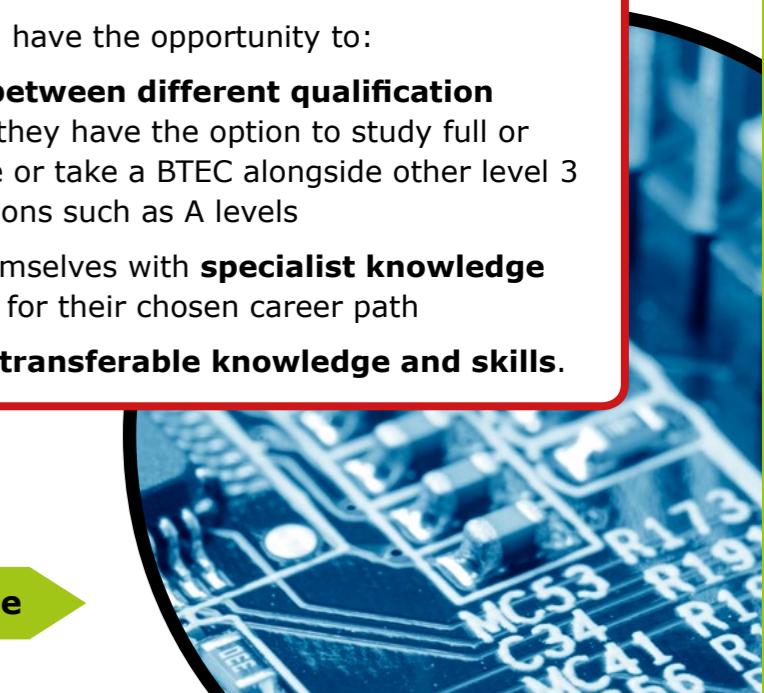
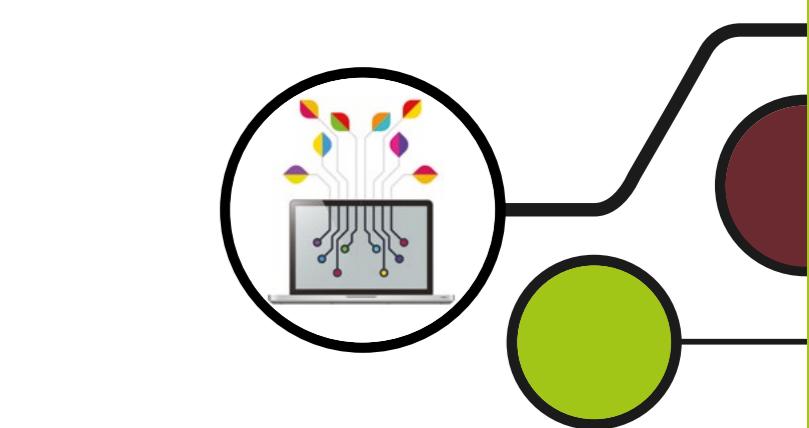
## Tech Level qualifications

Tech Level qualifications are for students wishing to progress directly to employment or apprenticeships through specialist study, or choose to go onto higher level study.

Students will have the opportunity to:

- **choose between different qualification sizes** so they have the option to study full or part-time or take a BTEC alongside other level 3 qualifications such as A levels
- equip themselves with **specialist knowledge** and skills for their chosen career path
- **develop transferable knowledge and skills.**

For full details of your BTEC Nationals in Computing see next page



# Choice of course sizes – Applied General qualifications

Here's an overview of the Applied General-style qualifications for Computing. You'll see we've listened to feedback from employers and HE, so there are more mandatory units to ensure all learners master the same foundation of essential knowledge and skills. And, there's still the traditional range of optional units to complete the course. Choose the size that's right for you – and then explore your units in more detail on page 10.

<b>Certificate (180 GLH) NEW</b>
Equivalent in size to 0.5 A level Applied General
<b>TOTAL: 2 UNITS</b>
<b>2 MANDATORY UNITS</b>
<b>0 OPTIONAL UNITS</b>
Basic introduction to studying computing.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• further education or higher education</li> <li>• employment</li> </ul> <p>(when studied alongside other level 3 qualifications.)</p>

*Scheduled first teaching:  
September 2017\*\**

<b>Extended Certificate (360 GLH)</b>
Equivalent in size to 1 A level Applied General
<b>TOTAL: 4 UNITS</b>
<b>3 MANDATORY UNITS</b>
<b>1 OPTIONAL UNIT</b>
Broad basis for studying the computing sector.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education (when taken as part of a programme of study that includes other level 3 qualifications.)</li> </ul>

*Scheduled first teaching:  
September 2016\**

<b>Foundation Diploma (510 GLH)</b>
Equivalent in size to 1.5 A levels Applied General
<b>TOTAL: 6 UNITS</b>
<b>4 MANDATORY UNITS</b>
<b>2 OPTIONAL UNITS</b>
Designed as a one-year course - underpinning knowledge for the computing sector.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education (when taken as part of a programme of study that includes other level 3 qualifications.)</li> </ul>

*Scheduled first teaching:  
September 2016\**

<b>Diploma (720 GLH) NEW</b>
Equivalent in size to 2 A levels Applied General
<b>TOTAL: 8 UNITS</b>
<b>6 MANDATORY UNITS</b>
<b>2 OPTIONAL UNITS</b>
In-depth study for learners studying computing alongside other qualifications.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>

*Scheduled first teaching:  
September 2016\**

<b>Extended Diploma (1080 GLH)</b>
Equivalent in size to 3 A levels Applied General
<b>TOTAL: 13 UNITS</b>
<b>7 MANDATORY UNITS</b>
<b>6 OPTIONAL UNITS</b>
A two-year, full-time course - in-depth study of the computing sector.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>

*Scheduled first teaching:  
September 2016\**

<b>Diploma in Computing for Creative Industries (720 GLH)</b>
Equivalent in size to 2 A levels Tech Level
<b>TOTAL: 10 UNITS</b>
<b>6 MANDATORY UNITS</b>
<b>4 OPTIONAL UNITS</b>
In-depth study for learners committed to their study of computing.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>

*Scheduled first teaching:  
September 2016\**

<b>Diploma in Computer Science (720 GLH)</b>
Equivalent in size to 2 A levels Tech Level
<b>TOTAL: 10 UNITS</b>
<b>6 MANDATORY UNITS</b>
<b>4 OPTIONAL UNITS</b>
In-depth study for learners committed to their study of computing.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>

*Scheduled first teaching:  
September 2016\**

<b>Diploma in Computer Systems and Network Support (720 GLH)</b>
Equivalent in size to 2 A levels Tech Level
<b>TOTAL: 10 UNITS</b>
<b>10 MANDATORY UNITS</b>
<b>0 OPTIONAL UNITS</b>
In-depth study for learners committed to their study of computing.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>

*Scheduled first teaching:  
September 2016\**

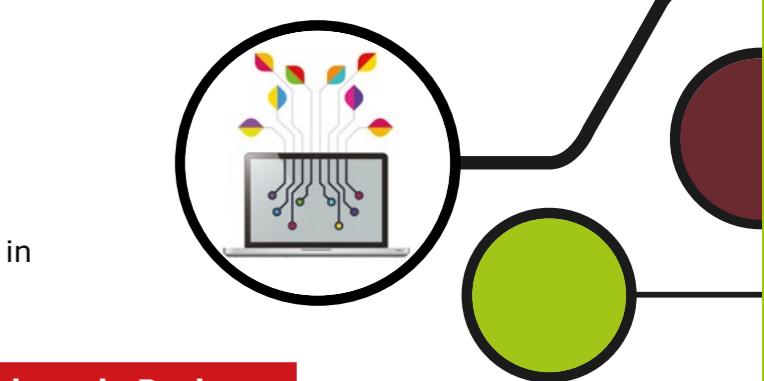
<b>Diploma in Business Information Systems (720 GLH)</b>
Equivalent in size to 2 A levels Tech Level
<b>TOTAL: 10 UNITS</b>
<b>10 MANDATORY UNITS</b>
<b>0 OPTIONAL UNITS</b>
In-depth study for learners committed to their study of computing.
<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>

*Scheduled first teaching:  
September 2016\**

**See next page for your mandatory units in detail**

**Learn more in Your units explained on page 22**

\*Included on the DfE's 16-19 performance measures in England.  
\*\*Submitted for DfE performance measures.



## **Your choice of course sizes in detail - Mandatory units (Applied General)**

<b>Mandatory Unit titles</b>	<b>Assessment type</b>	<b>GLH</b>	<b>Certificate</b>	<b>Extended Certificate</b>	<b>Foundation Diploma</b>	<b>Diploma</b>	<b>Extended Diploma</b>
			<b>NEW</b> <b>(180 GLH)</b>	<b>(360 GLH)</b>	<b>(510 GLH)</b>	<b>NEW</b> <b>(720 GLH)</b>	<b>(1080 GLH)</b>
			Applied General	Applied General	Applied General	Applied General	Applied General
1. Principles of Computer Science	Written exam	120		MS*	MS*	M*	M*
2. Fundamentals of Computer Systems	Written exam	90	M*	M*	M*	M*	M*
3. Planning and Management of Computing Projects	Task	120				MS*	M*
4. Software Design and Development Project	Task	120					MS*
7. IT Systems Security and Encryption	Assignment	90	MS*	M*	M*	M**	M*
8. Business Applications of Social Media	Assignment	90			M*	M**	M*
9. The Impact of Computing	Assignment	90				M**	M*

## **Assignment** – Set and marked internally

## I – Mandatory unit

## Task – Set and marked by Pearson

## IS – Synoptic un

## **Written exam** – Set and marked by Pearson

- Students must pass this unit (see page 26 for more details)
- \* - Diploma students must complete these units and pass at least 2

## **choice of course sizes in detail – Optional Unified General)**

Unit titles	Assessment type	GLH	Certificate <b>NEW</b> (180 GLH)	Extended Certificate (360 GLH)	Foundation Diploma (510 GLH)	Diploma <b>NEW</b> (720 GLH)	Extended Diploma (1080 GLH)
			Applied General	Applied General	Applied General	Applied General	Applied General
			<b>N/A</b>	<b>Choose 1 from 7</b>	<b>Choose 2</b> 0-1 from A 0-1 from B 0-1 from C	<b>Choose 2 from 14</b>	<b>Choose 2 from 14</b> 0-2 from A 0-2 from B 0-2 from C 0-2 from D
Computer Interaction	Assignment	60		O	A	O	A
Graphics and Animation	Assignment	60		O	A	O	A
Media	Assignment	60				O	A
Video	Assignment	60				O	A
Computer Games Development	Assignment	60		O	A	O	A
Software Development	Assignment	60		O	B	O	B
Object Oriented Programming	Assignment	60				O	B
Mobiles Development	Assignment	60		O	B	O	B
Relational Database Development	Assignment	60				O	B
Computer Networking	Assignment	60				O	C
Programming and Supporting Systems	Assignment	60		O	C	O	C
Information	Assignment	60				O	C
Information Analysis and Design	Assignment	60		O	C	O	D
Information Methodology	Assignment	60				O	D

: – Set and marked internally

## Unit

### Optional Units

### Optional Units

## Optional Units

See next page for Tech Level qualifications in detail

## Your choice of course sizes in detail - Tech Level

Unit titles	Assessment type	GLH	Diploma in Computing for Creative Industries	Diploma in Computer Science	Diploma in Computer Systems and Network Support	Diploma in Business Information Systems
			<b>(720 GLH)</b>	<b>(720 GLH)</b>	<b>(720 GLH)</b>	<b>(720 GLH)</b>
			Tech Level	Tech Level	Tech Level	Tech Level
1. Principles of Computer Science	Written exam	120	MS*	MS*	MS*	MS*
3. Planning and Management of Computing Projects	Task	120	M*	M*	M*	M*
5. Building Computer Systems	Assignment	60	M	M	M	M
6. IT Systems Security	Assignment	60	M*	M*	M*	M*
10. Human-computer Interaction	Assignment	60	MS*	O		M
11. Digital Graphics and Animation	Assignment	60	O			
12. Digital Audio	Assignment	60	O			
13. Digital Video	Assignment	60	O			
14. Computer Games Development	Assignment	60	O			
15. Website Development	Assignment	60	O	O		
16. Object-orientated Programming	Assignment	60		O		
17. Mobile Apps Development	Assignment	60		O		
18. Relational Database Development	Assignment	60		O		M
20. Managing and Supporting Systems	Assignment	60		MS*		
21. Virtualisation	Assignment	60		M		

## Your choice of course sizes in detail - Tech Level (continued)

Unit titles (continued)	Assessment type	GLH	Diploma in Computing for Creative Industries	Diploma in Computer Science	Diploma in Computer Systems and Network Support	Diploma in Business Information Systems
			<b>(720 GLH)</b>	<b>(720 GLH)</b>	<b>(720 GLH)</b>	<b>(720 GLH)</b>
			Tech Level	Tech Level	Tech Level	Tech Level
22. Systems Analysis and Design	Assignment	60	O	M		M
23. Systems Methodology	Assignment	60				M
24. Software Development	Assignment	60	M	M*		
25. Web Application Development	Assignment	60		O		
26. Programmable Devices and Controllers	Assignment	60		O	M	
27. 3D Modelling	Assignment	60	O			
28. Computer Forensics	Assignment	60		O	M	
29. Network Operating Systems	Assignment	60		O	M	
30. Communication Technologies	Assignment	60		O	M	
31. Large-scale Data Systems	Assignment	60				M*
32. Business Process Modelling Tools	Assignment	60		O		M

**Assignment** – Set and marked internally

**M** – Mandatory unit

**Task** – Set and marked by Pearson

**MS** – Synoptic unit

**Written exam** – Set and marked by Pearson

**O** – Optional Unit\*\*

\* – Students must pass this unit (see page 26 for more details)

\*\* – **Computing for Creative Industries** learners choose 4 optional units from a choice of 7

**Computer Science** learners choose 4 optional units from a choice of 8

See next page for assessment

# Practical assessment

Your BTEC Nationals in Computing learners will apply their learning through practical assessments in the form of internally assessed **assignments** and externally assessed **tasks** and **written exams**.

Your detailed unit charts on **pages 10 to 13** show how each unit is assessed as well as the expected guided learning hours.

Here's a brief guide to your BTEC Nationals in Computing assessment:

## 1 Assignments – internally assessed by you

**The same BTEC tried-and-tested teaching and assessment style teachers and students know and love.**

For internally assessed assignments, you and your programme team draw up an assessment plan and create an assignment brief for your students to then carry out set tasks and create evidence around work-related scenarios.

Assignments can include research, projects, investigations, fieldwork and experiments and often link theory with practical exercises.

How we help you:

- We provide **authorised assignment briefs** – once you've verified these are suitable for your learners they are ready to use.
- You can download our **guide to writing assignments** if you prefer to create your own.
- We've an **assessment plan template** you can download to save you time.

Browse our step-by-step guide to delivering BTEC at:

**quals.pearson.com/BTECstepbystepGuide** and find out about all the support available on page 31 of this guide.

## Learn more about assessment and grading

You'll find detailed unit and assessment information in your Specification at **quals.pearson.com/BTECNatsComputing16Guide**

Download your exam timetable at **quals.pearson.com/BTECexamsGuide**



## 2 Tasks - set and marked by Pearson

### Unit 3: Planning and Management of Computer Projects

Mandatory unit for Diploma and Extended Diploma size qualifications.

A task completed using a computer and submitted electronically over two supervised assessment periods totaling five hours. The set task will assess learners' ability to plan and manage a computing project.

**Frequency:** Twice yearly

**First assessment window:**  
Dec/Jan 2018

### Unit 4: Software Design and Development Project

Mandatory unit for Extended Diploma

A task completed using a computer and submitted electronically. The set task can be arranged over a number of sessions for a maximum of six hours and will assess learners' ability to design, create and evaluate software.

**Frequency:** Twice yearly

**First assessment window:**  
May/June 2018

## 3 Written Exams - set and marked by Pearson

### Unit 1: Principles of Computer Science

Mandatory unit for Extended Certificate, Foundation Diploma, Diploma and Extended Diploma qualifications.

Two hour examination where learners will be assessed on their ability to apply their computational-thinking skills to solve problems.

**Frequency:** Twice yearly

**First assessment window:**  
May/June 2017

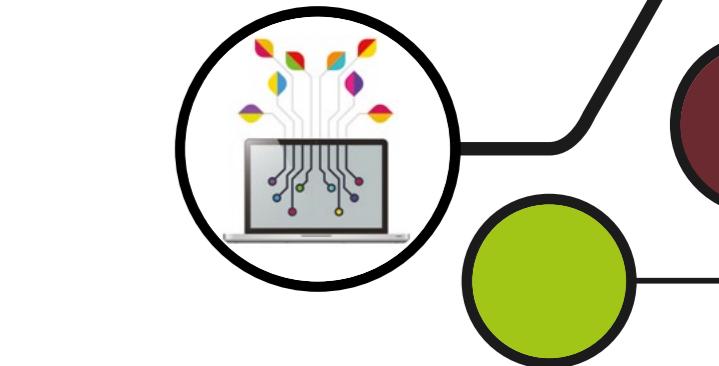
### Unit 2: Fundamentals of Computer Systems

Mandatory unit for all Applied General qualifications.

One hour and 45 minutes written examination where learners will be assessed on their knowledge and understanding of how computer systems work.

**Frequency:** Twice yearly

**First assessment window:**  
May/June 2017



## Resources

Your new BTEC Nationals in Computing have a comprehensive range of support available to help with planning, teaching, assessing and tracking progress of your learners and also for training and professional development. **See page 31** for a summary of when and how you can use our resources.

### Free resources

Along with this course guide, you have access to the following free-to-download support at [quals.pearson.com/BTECNatsComputing16Guide](http://quals.pearson.com/BTECNatsComputing16Guide):

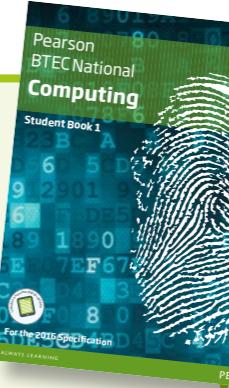
- **Specifications**
- **Skills for Learning and Work activity sheets**
- **Schemes of Work**
- **Sample Assessment Material**
- **Delivery Guides**
- **Quality Assurance Handbooks**
- **Authorised Assignment Briefs**
- **Specimen Papers and Mark Schemes**
- **myBTEC**



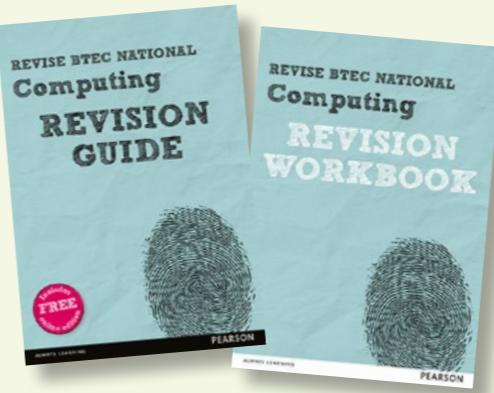
### Paid for resources\*

#### Pearson BTEC Nationals in Computing

- Student Book
- Revision Guide
- Revision Workbook



To find out more or download sample units go to:  
[www.pearsonfe.co.uk/BTECNatsComputing16Guide](http://www.pearsonfe.co.uk/BTECNatsComputing16Guide)



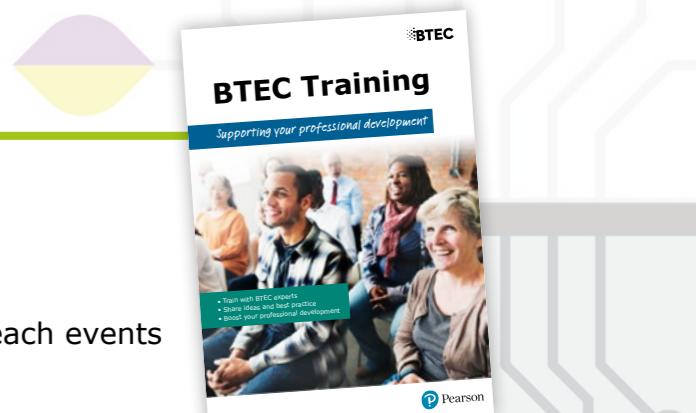
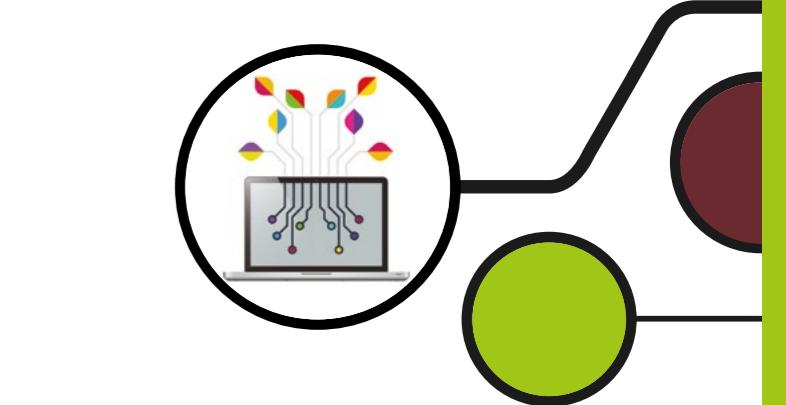
\*Published resources are available from a range of publishers and are not a pre-requisite to delivering this qualification.

### Training and professional development

You also have access to a wide range of training courses such as:

- FREE face-to-face and online events such as Getting Ready to Teach events
- Centre-based paid-for events.

Find out more at [quals.pearson.com/BTECTraining16Guide](http://quals.pearson.com/BTECTraining16Guide).



# Your new BTEC Nationals in Information Technology

Your new BTEC Nationals in Information Technology offer a flexible range of qualifications that can be studied alongside other level 3 qualifications such as A levels or other BTEC Nationals as part of a larger programme of study, or as the main focus of study. All sizes attract UCAS points and are widely recognised by universities and employers.

They provide:

- **flexibility** for your students to progress to larger-size qualifications or specialise
- opportunities for students to showcase their skills through **practical assessments**
- the **underpinning knowledge and skills** needed to meet industry requirements
- the **transferable and high-order skills** so highly regarded by HE and employers
- **Applied General** qualifications with clear purpose and progression to higher education or employment.

## Important information about certification

Learners who achieve the new BTEC Level 3 National Diploma or Extended Diploma in Information Technology (first teaching September 2017) in summer 2018 will also be automatically certificated with the Foundation Diploma, which features on performance measures for 2018. This means you can continue to offer your learners the size of qualification that's right for them, while being confident that their achievements will be included in performance measures. See web page for full details

[quals.pearson.com/BTECNatsIT16Guide](http://quals.pearson.com/BTECNatsIT16Guide).

## Applied General qualifications

Applied General qualifications are for students progressing to their career through higher level study, although they could go directly into employment at the end of the course.

Students will have the opportunity to:

- **choose between different qualification sizes** so they have the option to study full or part-time or take a BTEC alongside other level 3 qualifications such as A levels
- develop **transferable knowledge and skills**.

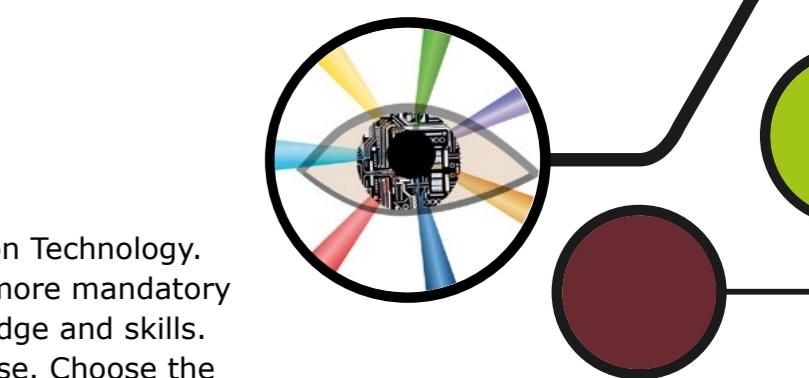
## HE and Employer support

See the list of organisations who've written letters of support for your new BTEC Nationals in Information Technology at:

[quals.pearson.com/BTECNatsITLettersGuide](http://quals.pearson.com/BTECNatsITLettersGuide)

# Choice of course sizes – Applied General qualifications

Here's an overview of the Applied General-style qualifications for Information Technology. You'll see we've listened to feedback from employers and HE, so there are more mandatory units to ensure all learners master the same foundation of essential knowledge and skills. And, there's still the traditional range of optional units to complete the course. Choose the size that's right for you – and then explore your units in more detail on page 20.



Certificate (180 GLH)	Extended Certificate (360 GLH)	Foundation Diploma (510 GLH)	Diploma (720 GLH) <b>NEW</b>	Extended Diploma (1 080 GLH) <b>NEW</b>
Equivalent in size to 0.5 A level Applied General <b>TOTAL: 2 UNITS</b>	Equivalent in size to 1 A level Applied General <b>TOTAL: 4 UNITS</b>	Equivalent in size to 1.5 A levels Applied General <b>TOTAL: 6 UNITS</b>	Equivalent in size to 2 A levels Applied General <b>TOTAL: 8 UNITS</b>	Equivalent in size to 3 A levels Applied General <b>TOTAL: 13 UNITS</b>
<b>2 MANDATORY UNITS</b>	<b>3 MANDATORY UNITS</b>	<b>4 MANDATORY UNITS</b>	<b>6 MANDATORY UNITS</b>	<b>7 MANDATORY UNITS</b>
<b>0 OPTIONAL UNITS</b>	<b>1 OPTIONAL UNIT</b>	<b>2 OPTIONAL UNITS</b>	<b>2 OPTIONAL UNITS</b>	<b>6 OPTIONAL UNITS</b>
Basic introduction to studying Information Technology.	Broad introduction to study of the Information Technology sector.	Designed as a one-year course for in-depth study of the sector.	In-depth study for learners studying Information Technology alongside other qualifications.	A two-year, full-time course – in-depth study of the Information Technology sector.
<b>Supports progression to:</b>	<b>Supports progression to:</b>	<b>Supports progression to:</b>	<b>Supports progression to:</b>	<b>Supports progression to:</b>
<ul style="list-style-type: none"> <li>• Further or higher education</li> <li>• employment</li> </ul> <p>(when taken as part of a programme of study that includes other level 3 qualifications.)</p>	<ul style="list-style-type: none"> <li>• higher education (when taken as part of a programme of study that includes other level 3 qualifications.)</li> </ul>	<ul style="list-style-type: none"> <li>• apprenticeship</li> <li>• higher education</li> </ul> <p>(when taken as part of a programme of study that includes other level 3 qualifications.)</p>	<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>	<ul style="list-style-type: none"> <li>• higher education</li> <li>• employment</li> </ul>
<i>Scheduled first teaching: September 2016*</i>	<i>Scheduled first teaching: September 2016*</i>	<i>Scheduled first teaching: September 2016*</i>	<i>Scheduled first teaching: September 2017**</i>	<i>Scheduled first teaching: September 2017**</i>

\*Included on the DfE's 16-19 performance measures in England.

\*\*Submitted for DfE performance measures.

See next page for your units in detail

## Your choice of course sizes in detail – Mandatory Units

<b>Mandatory Unit titles</b>	<b>Assessment type</b>	<b>GLH</b>	<b>Certificate</b>	<b>Extended</b>	<b>Foundation</b>	<b>Diploma</b>	<b>Extended</b>
			<b>NEW</b> <b>(180 GLH)</b>	<b>Certificate</b> <b>(360 GLH)</b>	<b>Diploma</b> <b>(510 GLH)</b>	<b>NEW</b> <b>(720 GLH)</b>	<b>Diploma</b> <b>(1080 GLH)</b>
			Applied General	Applied General	Applied General	Applied General	Applied General
1. Information Technology Systems	Written exam	120		MS*	M*	M*	M*
2. Creating Systems to Manage Information	Task	90	MS*	M*	M*	M*	M*
3. Using Social Media in Business	Assignment	90	M*	M*	M*	M*	M*
4. Programming	Assignment	90			MS*	M**	M*
9. IT Project Management	Assignment	90				M**	M*
11. Cyber Security and Incident Management	Task	120				MS*	M*
14. IT Service Delivery	Task	120					MS*

- Assignment** – Set and marked internally
- Task** – Set and marked by Pearson
- Written exam** – Set and marked by Pearson

## I – Mandatory unit

- Students must pass this unit (see page 26 for more details)

\* - Diploma students must complete both these units and pass at least 1

## Choice of course sizes in details – Optional Unit

titles	Assessment type	GLH	Certificate (180 GLH)	Extended Certificate (360 GLH)	Foundation Diploma (510 GLH)	Diploma NEW (720 GLH)	Extended Diploma NEW (1080 GLH)
			Applied General	Applied General	Applied General	Applied General	Applied General
			N/A	Choose 1	Choose 2	Choose 2	Choose 6
g	Assignment	60		0	0	0	0
lopment	Assignment	60		0	0	0	0
Development	Assignment	60		0	0	0	0
mes Development	Assignment	60		0	0	0	0
d Business Analytics	Assignment	60				0	0
Support and Management	Assignment	60				0	0
ting	Assignment	60				0	0
and Integrating Applications	Assignment	60				0	0
age and Collaboration Tools	Assignment	60				0	0
nd 3D Graphics	Assignment	60				0	0
ation and Effects	Assignment	60				0	0
of Things	Assignment	60				0	0
IT	Assignment	60				0	0
Process Modelling Tools	Assignment	60				0	0

Set and marked internally

it

pposite page for optional units 

# Practical assessment

Your BTEC Nationals in Information Technology learners will apply their learning through practical assessments in the form of internally assessed **assignments** and externally assessed **tasks** and **written exams**.

Your detailed unit charts on pages 20 and 21 show how each unit is assessed as well as the expected guided learning hours.

Here's a brief guide to your BTEC Nationals in Information Technology assessment:

## 1 Assignments – internally assessed by you

### The same BTEC tried-and-tested teaching and assessment style teachers and students know and love.

For internally assessed assignments, you and your programme team draw up an assessment plan and create an assignment brief, for your students to then carry out set tasks and create evidence around work-related scenarios.

Assignments can include research, projects, investigations, fieldwork and experiments and often link theory with practical exercises.

How we help you:

- We provide **authorised assignment briefs** – once you've verified these are suitable for your learners they are ready to use.
- You can download our **guide to writing assignments** if you prefer to create your own.
- We've an **assessment plan template** you can download to save you time.

Browse our step-by-step guide to delivering BTEC at: [quals.pearson.com/BTECstepbystepGuide](http://quals.pearson.com/BTECstepbystepGuide) and find out about all the support available on page 31 of this guide.

## Learn more about assessment and grading

You'll find detailed unit and assessment information in your Specification at [quals.pearson.com/BTECNatsIT16Guide](http://quals.pearson.com/BTECNatsIT16Guide)

Download your exam timetable at [quals.pearson.com/BTECexamsGuide](http://quals.pearson.com/BTECexamsGuide)



## 2 Tasks - set and marked by Pearson

### Unit 2: Creating Systems to Manage Information

Mandatory unit for all qualifications.

A task completed under supervised conditions to assess learners' ability to design, create, test and evaluate a relational database system to manage information.

**Frequency:** Twice yearly

**First assessment window:** May/June 2018

### Unit 11: Cyber Security and Incident Management

Mandatory unit for Diploma and Extended Diploma.

A two-part supervised assessment task designed to assess learners' ability to design appropriate cyber security measures for networked systems and to analyse a security incident.

**Frequency:** Twice yearly

**First assessment window:** May/June 2018



## 3 Written Exams - set and marked by Pearson

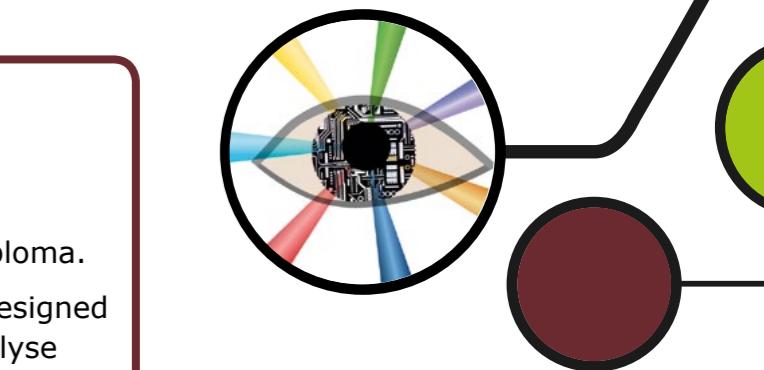
### Unit 1: Information Technology Systems

Mandatory unit for Extended Certificate, Foundation Diploma, Diploma and Extended Diploma qualifications.

Two-hour examination where learners will be assessed on their understanding of computer systems and the implications of their use.

**Frequency:** Twice yearly

**First assessment window:** May/June 2017



## Resources

Your new BTEC Nationals in Information Technology have a comprehensive range of support available to help with planning, teaching, assessing and tracking progress of your learners and also for training and professional development. **See page 31** for a summary of when and how you can use our resources.

### Free resources

Along with this course guide you have access to the following free-to-download support at [quals.pearson.com/BTECNatsIT16Guide](http://quals.pearson.com/BTECNatsIT16Guide):

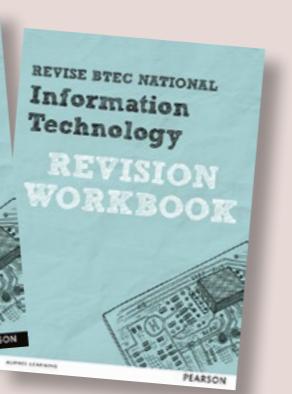
- **Specifications**
- **Skills for Learning and Work activity sheets**
- **Schemes of Work**
- **Sample Assessment Material**
- **Delivery Guides**
- **Quality Assurance Handbooks**
- **Authorised Assignment Briefs**
- **Specimen Papers and Mark Schemes**
- **myBTEC**



### Paid for resources\*

#### Pearson BTEC Nationals in Information Technology

- Student Book
- Teaching Packs
- Revision Guide
- Revision Workbook



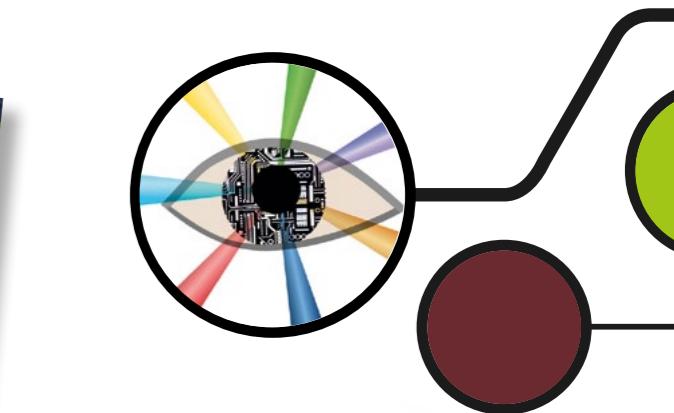
\*Published resources are available from a range of publishers and are not a pre-requisite to delivering this qualification.

### Training and professional development

You also have access to a wide range of training courses such as:

- FREE face-to-face and online events such as Getting Ready to Teach events
- Centre-based paid-for events.

Find out more at [quals.pearson.com/BTECTraining16Guide](http://quals.pearson.com/BTECTraining16Guide).

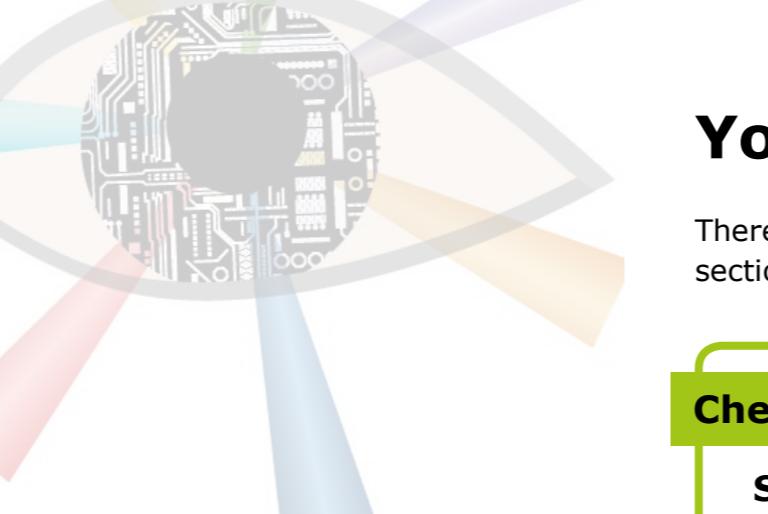
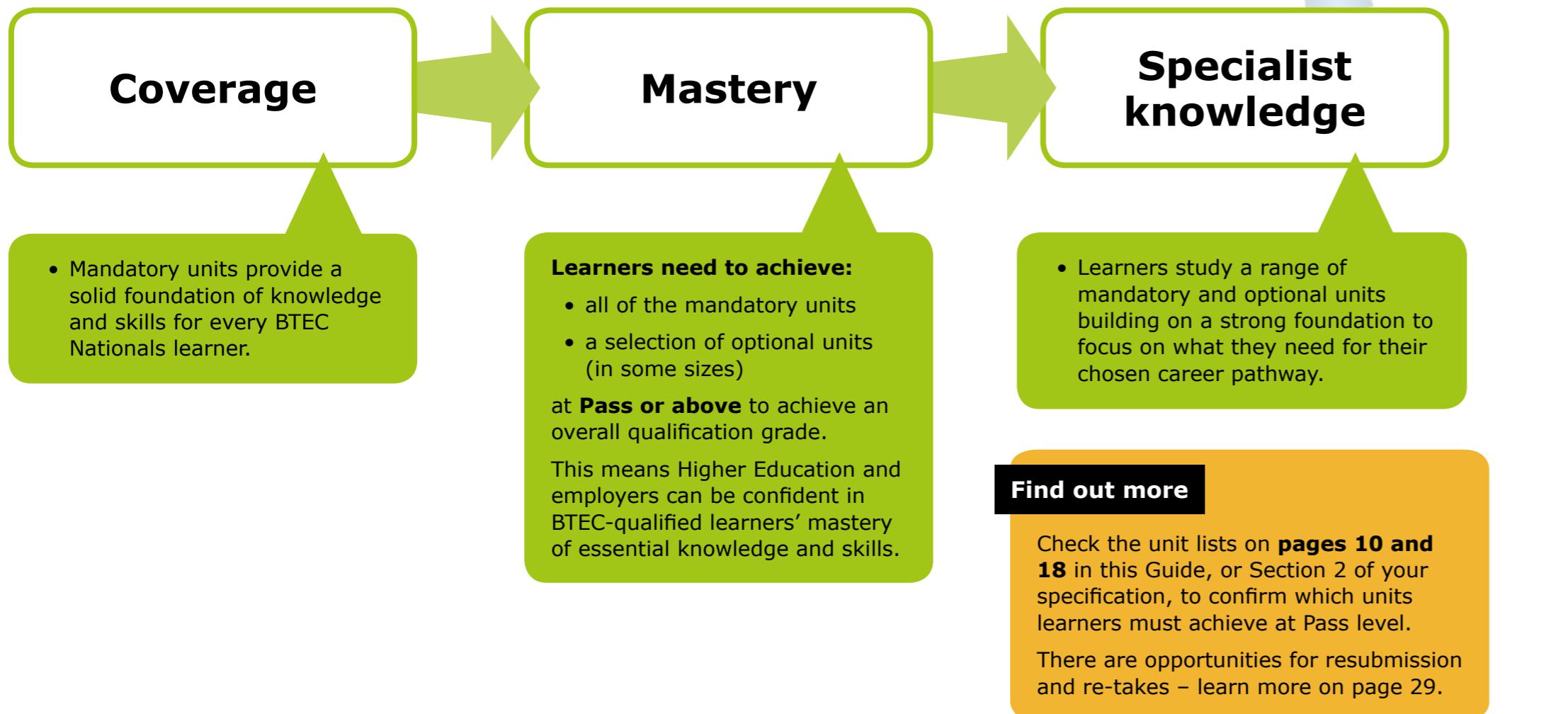


# Your units explained

Your new BTEC Nationals retain the familiar flexible, unit-based content, with knowledge and skills applied in project-based assessments.

## Coverage and mastery: achieving individual units and the qualification

In response to the needs of employers and Higher Education, we've designed the new courses to provide a consistent foundation of knowledge and skills. This means all BTEC-qualified candidates can start on their chosen career pathway with confidence in their:



# Your units explained – Check your spec.

There's plenty more information in your specification – it's worth having a look at the two sections listed below alongside the unit lists in this Guide to give you the full picture.

## Check your spec:

### Section 2: Structure

Includes a handy summary of:

- Units included in each size**, so you know what content you'll be teaching
- Guided Learning Hours**, so you know how long each unit takes to teach
- Which **units the learner has to achieve at pass or above** in order to achieve the full qualification
- how – and when – each unit is assessed**, and whether the units are mandatory or optional.

### Section 3: Understanding your units

- Includes a **simple overview** of what's included in both internally and externally assessed units – essential reading before you dive into the unit content in more detail.

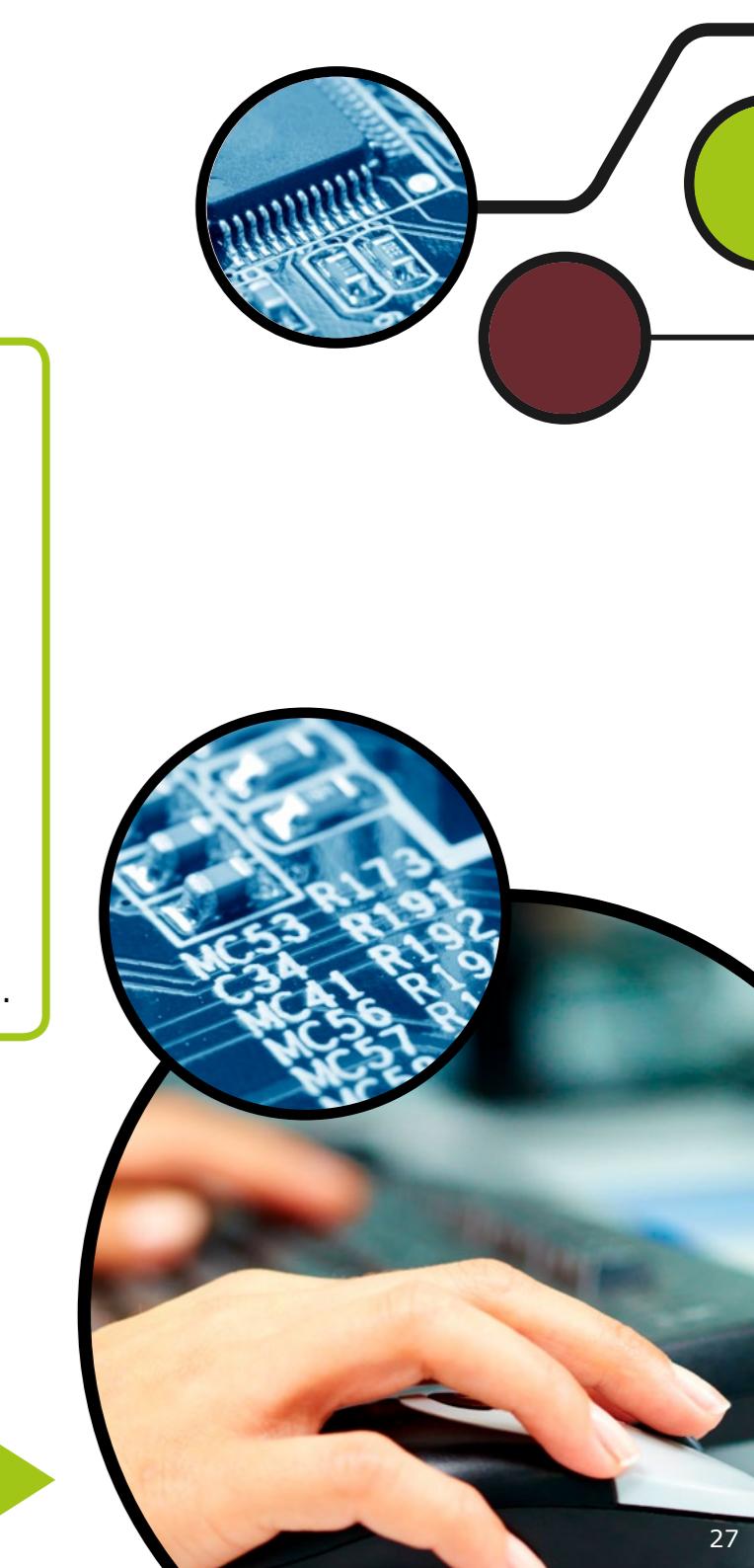
## Find out more

Download your specification at [quals.pearson.com/BTECNats16and17Guide](https://quals.pearson.com/BTECNats16and17Guide)

See page 30 of this guide for information on Quality Assurance.

See page 31 for details of support available.

See next page for information on assessment



# Assessment

Your new BTEC Nationals use a combination of assessment styles. This gives your learners the opportunity to showcase their skills and apply their knowledge in an appropriate, work-related context, and provides evidence of what they can do when they apply to enter higher education or employment.

Here's a simple summary of each type of assessment – and why not watch our **Quick Guide video** to find out more about the new externally assessed Tasks.



	<b>Assessment</b>	<b>Format</b>	<b>Outcome</b>
<b>Assignments</b>	<b>Set and marked by:</b> Centre (school, college or training provider)  <b>Verified by:</b> Pearson	<ul style="list-style-type: none"><li>Practical tasks set in work-related scenarios.</li><li>Can be tailored to local industry needs.</li></ul>	Learners demonstrate how they apply knowledge and skills to complete a practical project over a period of time, working individually or in groups.
<b>Tasks</b>  	<b>Set and marked by:</b> Pearson	<ul style="list-style-type: none"><li>Practical, work-related scenarios taken in realistic, time-based situations.</li><li>Controlled conditions - some tasks have pre-released information.</li></ul>	Learners demonstrate how they apply learning to common workplace or HE scenarios, providing a consistent standard of assessment for all BTEC learners.
<b>Written Exams</b>	<b>Set and marked by:</b> Pearson	<ul style="list-style-type: none"><li>Learners draw on essential information to create written answers to practical questions in exam conditions.</li></ul>	Learners demonstrate they can apply appropriate knowledge to a work-related challenge in timed conditions.

See the opposite page for information around grading and re-takes

# Grading

A learner's final grade reflects their achievements across all units in their BTEC National course.

Both internally and externally assessed units are individually graded as either Pass, Merit or Distinction, and each final unit grade is allocated points.

The total points scored across all units are used to calculate the final qualification grade.

	<b>GLH</b>	<b>Type (Int/Ext)</b>	<b>Grade</b>	<b>Unit points</b>
Unit 1	90	Ext	Distinction	24
Unit 2	90	Int	Distinction	24
<b>Totals</b>	<b>180</b>		<b>D*</b>	<b>48</b>

The learner has sufficient points for a D\* grade

## Check your spec

Section 9 of your specification covers **understanding the qualification grade**.  
[quals.pearson.com/BTECNats16and17Guide](http://quals.pearson.com/BTECNats16and17Guide)

## Find out more

Watch this short video guide for help and advice around BTEC grading or visit [quals.pearson.com/BTECNatsGradingGuide](http://quals.pearson.com/BTECNatsGradingGuide)



## External assessments

### Re-sits

Students can re-sit externally assessed units once.

You can download your exam timetable at [quals.pearson.com/BTECExamsGuide](http://quals.pearson.com/BTECExamsGuide)



## Re-submissions, re-takes and re-sits

### Internal assessments

#### Re-submissions

If a learner wants to improve their grade on an internal assignment, they may be allowed one re-submission of evidence within **15 days** of receiving the grade for their original submission.

#### Re-takes

If a learner does not achieve a Pass grade from the initial submission of evidence or from a re-submission, they will be allowed one re-take of a brand new assignment which is set at Pass level only.

# Quality Assurance and Administration

## Quality Assurance

Quality assurance is at the heart of our BTEC qualifications and means you have the support you need to ensure the quality and standard of internal assessments in all BTEC centres.

- **New, improved Quality Assurance Handbook**

We've listened to feedback from teachers to understand what you need from your Quality Assurance guidance. As a result, we have taken a new approach to the online Quality Assurance Handbook.

- **Quality Assurance Handbook**

Your online Quality Assurance Handbook is now available as a series of web pages which contain the key information you will need when preparing and delivering BTEC.

You can now:

- **Search information** without having to download several documents.
- **View the information** with a focus on what's most important to you.

If you prefer to print off the information, you can still download the pdf documents.

You can view our Quality Assurance Handbook at [quals.pearson.com/BTECQAGuide](http://quals.pearson.com/BTECQAGuide)

## Simpler assessment admin

We've also made admin simpler and quicker by improving our BTEC assessment support.

From September 2016 we're introducing

- **Early contact** with a single standards verifier for your subject - to help ensure you have consistent support and advice from a single subject expert earlier so you can start working together much earlier in the year.
- **Simpler paperwork** - we've reduced paperwork, combined documents and removed repetitive signatures so you can spend less time on admin.
- **Improved sampling** - we'll provide sampling for every programme so you receive early feedback on your samples and be confident in the new standard.

**Watch our short video, Supporting BTEC Assessment Teams**, summarising all the improvements we've made.

Or, if you prefer, go to [quals.pearson.com/BTECAdminGuide](http://quals.pearson.com/BTECAdminGuide) for more information.

# Support summary

The following shows the range of support and resources available to help delivery of your BTEC Nationals.

Resources available for each sector may differ so please [see web page](#) for up-to-date information around what's available for your subject area or see pages 16-17 and 24-25 of this guide.

## Plan

### Get to know your course

- Specifications
- Sample Assessment Materials
- Delivery guides
- Course guides.

### Plan your course

- myBTEC course builder and planning tool
- Delivery guides
- Authorised Assignment Briefs
- Getting Ready to Teach events.

### Recruit and prepare learners

- Free skills for learning and work activity sheets.

## Teach

### Gather your FREE teaching resources

- Delivery guides
- Schemes of Work
- Skills for learning and work activity sheets.

### Attend FREE training events

- Face-to-face training events
- Online training events.

### Paid-for resources

See pages 16-17 and 24-25 of this guide for details of published materials or visit [www.pearsonfe.co.uk/BTECNats16and17Guide](http://www.pearsonfe.co.uk/BTECNats16and17Guide)

## Assess & Track

### Examine the guidance

- Quality Assurance guides
- Standards Verifier and Quality Review visits
- Assessment and assignment writing, and Standardisation training.

### Collect examples of the standard

- Authorised Assignment Briefs
- Specimen papers, tasks and sample marked learner work.

### Gather assessment templates and tools

- myBTEC assignment briefs and progress tracking.

### Reports and feedback

- Examiner reports.

## Develop

### Develop your expertise

- Launch events.
- Getting Ready to Teach Events

## Find out more

[quals.pearson.com/BTECNationals](http://quals.pearson.com/BTECNationals)



## Your next Steps

1. Download your specifications and sample assessment materials at:  
[quals.pearson.com/BTECNats16and17Guide](http://quals.pearson.com/BTECNats16and17Guide)
2. Browse our FREE resources
3. Order your paid-for resources at:  
[www.pearsonfe.co.uk/BTECNats16and17Guide](http://www.pearsonfe.co.uk/BTECNats16and17Guide)

## Stay in touch

Sign up for updates at [quals.pearson.com/BTECNats16UpdateGuide](http://quals.pearson.com/BTECNats16UpdateGuide) and we'll keep you up-to-date with the latest news.

 Follow us on twitter

@teachBTEC

#ichooseBTEC

## Talk to us

For help and advice about your new qualifications and free resources contact our Subject Advisor for Computing and Information Technology:

Tim Brady - Computer Science and ICT

UK: 020 7010 2161

Intl: +44 (0)20 7010 2161

 [TeachingComputerScience@pearson.com](mailto:TeachingComputerScience@pearson.com)

 [@Pearson\\_CS](https://twitter.com/Pearson_CS)

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 [@PearsonICT](https://twitter.com/PearsonICT)

