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.*

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3 Why choose BTEC Nationals?
4 What’s new
5 What BTEC Nationals can do for your students
18 BTEC Nationals in Computing
26 Your units explained
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*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

Why employers choose BTEC
quals.pearson.com/BTECSuccessGuide

Why students choose BTEC
quals.pearson.com/BTECprogressGuide

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’)

The number and proportion of students entering university with a BTEC has doubled between 2008 and 2014 from 44K to 85K
(Source: UCAS, Meeting the Needs of Learners, Providers and Universities (2016))

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.

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

**“BTEC students coming with vocational skills can really add something extra to the university setting.”**

Ian Blenkharn, Director of Education and Student Experience, University of Exeter.

See some great BTEC success stories and hear from our 2106 BTEC Award winners at quals.pearson.com/ichooseBTECguide.

Want to know more?
Visit ichoosebtec.com/guide to see what universities, employers and students have to say about BTEC.

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

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 on to 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.

Applied General qualifications

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.

Choice of course sizes – Tech Level qualifications

The Four Tech Level Diplomas offer your learners the chance to prepare for a career in the computing sector by gaining hands-on experience during a two-year course.

### Applied General

<table>
<thead>
<tr>
<th>Certificate (180 GLH)</th>
<th>Extended Certificate (360 GLH)</th>
<th>Foundation Diploma (510 GLH)</th>
<th>Diploma (720 GLH)</th>
<th>Extended Diploma (1080 GLH)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equivalent in size to 0.5 A level Applied General</td>
<td>Equivalent in size to 1 A level Applied General</td>
<td>Equivalent in size to 1.5 A levels Applied General</td>
<td>Equivalent in size to 2 A levels Applied General</td>
<td>Equivalent in size to 3 A levels Applied General</td>
</tr>
<tr>
<td>TOTAL: 2 UNITS</td>
<td>TOTAL: 4 UNITS</td>
<td>TOTAL: 8 UNITS</td>
<td>TOTAL: 13 UNITS</td>
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<tr>
<td>0 OPTIONAL UNITS</td>
<td>2 OPTIONAL UNITS</td>
<td>6 OPTIONAL UNITS</td>
<td>10 OPTIONAL UNITS</td>
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</tbody>
</table>

- **Basic introduction to studying computing.**
- **Broad basis for studying the computing sector.**
- **Designed as a one-year course - underpinning knowledge for the computing sector.**
- **In-depth study for learners studying computing alongside other qualifications.**

**Supports progression to:**
- **further education or higher education**
- **employment**

*Equivalent in size to 0.5 A levels.*
*Equivalent in size to 1 A level.*
*Equivalent in size to 1.5 A levels.*
*Equivalent in size to 2 A levels.*
*Equivalent in size to 3 A levels.*

**Scheduled first teaching:**
- **Certificate:** September 2017
- **Extended Certificate:** September 2016
- **Foundation Diploma:** September 2016
- **Diploma:** September 2016
- **Extended Diploma:** September 2017

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### Tech Level

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<tbody>
<tr>
<td>Equivalent in size to 2 A levels Tech Level</td>
<td>Equivalent in size to 2 A levels Tech Level</td>
<td>Equivalent in size to 2 A levels Tech Level</td>
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<tr>
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<td>TOTAL: 10 UNITS</td>
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<tr>
<td>5 MANDATORY UNITS 4 OPTIONAL UNITS</td>
<td>5 MANDATORY UNITS 4 OPTIONAL UNITS</td>
<td>5 MANDATORY UNITS 4 OPTIONAL UNITS</td>
<td>5 MANDATORY UNITS 4 OPTIONAL UNITS</td>
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</tbody>
</table>

- **In-depth study for learners committed to their study of computing.**

**Supports progression to:**
- **higher education**
- **employment**

*Equivalent in size to 2 A levels.*

**Scheduled first teaching:**
- **Diploma in Computing for Creative Industries:** September 2016
- **Diploma in Computer Science:** September 2016
- **Diploma in Computer Systems and Network Support:** September 2016
- **Diploma in Business Information Systems:** September 2016

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Learn more in *Your units explained on page 22.*
### Your choice of course sizes in detail - Mandatory units

**(Applied General)**

<table>
<thead>
<tr>
<th>Mandatory Unit Titles</th>
<th>Assessment Type</th>
<th>GLH</th>
<th>Certificate NEW (180 GLH)</th>
<th>Extended Certificate (360 GLH)</th>
<th>Foundation Diploma (510 GLH)</th>
<th>Diploma NEW (720 GLH)</th>
<th>Extended Diploma (1080 GLH)</th>
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</thead>
<tbody>
<tr>
<td>1. Principles of Computer Science</td>
<td>Written exam</td>
<td>120</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
</tr>
<tr>
<td>2. Fundamentals of Computer Systems</td>
<td>Written exam</td>
<td>90</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
</tr>
<tr>
<td>3. Planning and Management of Computing Projects</td>
<td>Task</td>
<td>120</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
</tr>
<tr>
<td>4. Software Design and Development Project</td>
<td>Task</td>
<td>120</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
</tr>
<tr>
<td>5. IT Systems Security and Encryption</td>
<td>Assignment</td>
<td>90</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
</tr>
<tr>
<td>6. Business Applications of Social Media</td>
<td>Assignment</td>
<td>90</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
<td>M**</td>
</tr>
</tbody>
</table>

Assignment – Set and marked internally

M – Mandatory unit

** – Students must pass this unit (see page 25 for more details)

### Your choice of course sizes in detail - Optional Units

**(Applied General)**

<table>
<thead>
<tr>
<th>Optional Unit Titles</th>
<th>Assessment Type</th>
<th>GLH</th>
<th>Certificate NEW (180 GLH)</th>
<th>Extended Certificate (360 GLH)</th>
<th>Foundation Diploma (510 GLH)</th>
<th>Diploma NEW (720 GLH)</th>
<th>Extended Diploma (1080 GLH)</th>
</tr>
</thead>
</table>

Assignment – Set and marked internally

O – Mandatory unit

M – Synoptic unit

** – Diploma students must complete these units and pass at least 2

See next page for Tech Level qualifications in detail
### Unit titles (continued)

<table>
<thead>
<tr>
<th>Unit titles</th>
<th>Assessment type</th>
<th>GLH</th>
<th>Diploma in Computing for Creative Industries</th>
<th>Diploma in Computer Science</th>
<th>Diploma in Computer Systems and Network Support</th>
<th>Diploma in Business Information Systems</th>
</tr>
</thead>
</table>

#### 12. Object-orientated Programming
- Assignment

#### 13. Mobile App Development
- Assignment

#### 14. Relational Database Development
- Assignment

#### 15. Managing and Supporting Systems
- Assignment

#### 16. Virtualisation
- Assignment

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

<table>
<thead>
<tr>
<th>Unit titles</th>
<th>Assessment type</th>
<th>GLH</th>
<th>Diploma in Computing for Creative Industries</th>
<th>Diploma in Computer Science</th>
<th>Diploma in Computer Systems and Network Support</th>
<th>Diploma in Business Information Systems</th>
</tr>
</thead>
</table>

#### 22. Systems Analysis and Design
- Assignment

#### 23. Systems Methodology
- Assignment

#### 24. Software Development
- Assignment

#### 25. Web Application Development
- Assignment

#### 26. Programmable Devices and Controllers
- Assignment

#### 27. 3D Modelling
- Assignment

#### 28. Computer Forensics
- Assignment

#### 29. Network Operating Systems
- Assignment

#### 30. Communication Technologies
- Assignment

#### 31. Large-scale Data Systems
- Assignment

#### 32. Business Process Modelling Tools
- Assignment

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Assignment - Set and marked internally

Task - Set and marked by Pearson

Written exam - Set and marked by Pearson

O = Optional unit

M = Mandatory unit

MS = Synoptic unit

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

** Computer 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
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:

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/BTECxexamsGuide

1 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

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

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/BTECxexamsGuide

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

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

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Learn more about assessment and grading

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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:

- 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

Free resources

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To find out more or download sample units go to: www.pearsonfe.co.uk/BTECNatsComputing16Guide

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.
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 further 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, Scheduled first teaching: September 2016. A two-year, full-time course - in-depth study of the Information Technology sector. Equivalent in size to 1.5 A levels.

Learners who achieve the new BTEC Level 3 National Extended Diploma in Information Technology also meet the DfE’s 16-19 performance measures in England. Included on the DfE’s 16-19 performance measures in England. (when taken as part of a larger programme of study that includes other level 3 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 choose from. Choose the size that’s right for you – and then explore your units in more detail on page 20.

Choice of course sizes – Applied General qualifications

**Certificate (180 GLH)**
- Equivalent in size to 0.5 A level
- Two units
- MANDATORY UNITS: 0
- OPTIONAL UNITS: 0

**Extended Certificate (360 GLH)**
- Equivalent in size to 1 A level
- Three units
- MANDATORY UNITS: 3
- OPTIONAL UNITS: 0

**Foundation Diploma (510 GLH)**
- Equivalent in size to 1.5 A levels
- Five units
- MANDATORY UNITS: 4
- OPTIONAL UNITS: 1

**Diploma (720 GLH)**
- Equivalent in size to 2 A levels
- Six units
- MANDATORY UNITS: 6
- OPTIONAL UNITS: 2

**Extended Diploma (1080 GLH)**
- Equivalent in size to 3 A levels
- Eight units
- MANDATORY UNITS: 7
- OPTIONAL UNITS: 5

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 as a level 4 qualification.
- Develop transferable knowledge and skills.

**Certificate (180 GLH)**
- BASIC INTRODUCTION TO INFORMATION TECHNOLOGY
- TOTAL: 2 UNITS

**Extended Certificate (360 GLH)**
- BROAD INTRODUCTION TO INFORMATION TECHNOLOGY
- TOTAL: 4 UNITS

**Foundation Diploma (510 GLH)**
- IN-DEPTH STUDY FOR EMPLOYMENT
- TOTAL: 6 UNITS

**Diploma (720 GLH)**
- IN-DEPTH STUDY FOR EMPLOYMENT
- TOTAL: 8 UNITS

**Extended Diploma (1080 GLH)**
- IN-DEPTH STUDY FOR EMPLOYMENT
- TOTAL: 13 UNITS


*Subscribed to by HE performance measures.

See next page for your units in detail
Your choice of course sizes in detail – Mandatory Units

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</thead>
<tbody>
<tr>
<td>1. Information Technology Systems</td>
<td>Written exam</td>
<td>120</td>
<td>M*</td>
<td>M*</td>
<td>M*</td>
<td>M*</td>
<td>M*</td>
<td>M*</td>
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<td>M*</td>
<td>M*</td>
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<tr>
<td>5. IT Project Management</td>
<td>Assignment</td>
<td>90</td>
<td>M*</td>
<td>M*</td>
<td>M*</td>
<td>M*</td>
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</tbody>
</table>

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

H – Mandatory unit
M* – Sympotic unit

* – Students must pass this unit (see page 26 for more details)
** – Diploma students must complete both these units and pass at least 1

Your choice of course sizes in details – Optional Units

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<tbody>
<tr>
<td>5. Data Modelling</td>
<td>Assignment</td>
<td>60</td>
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<tr>
<td>6. Website Development</td>
<td>Assignment</td>
<td>60</td>
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<tr>
<td>7. Mobile Apps Development</td>
<td>Assignment</td>
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<tr>
<td>9. Big Data and Business Analytics</td>
<td>Assignment</td>
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<td>12. IT Technical Support and Management</td>
<td>Assignment</td>
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<td>13. Software Testing</td>
<td>Assignment</td>
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<td>15. Customizing and Integrating Applications</td>
<td>Assignment</td>
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<td>16. Cloud Storage and Collaboration Tools</td>
<td>Assignment</td>
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<td>17. Digital 2D and 3D Graphics</td>
<td>Assignment</td>
<td>60</td>
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<td>18. Digital Animation and Effects</td>
<td>Assignment</td>
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<td>19. The Internet of Things</td>
<td>Assignment</td>
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<td>20. Enterprise IT</td>
<td>Assignment</td>
<td>60</td>
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Assignment – Set and marked internally
O – Optional Unit

See opposite 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 and find out about all the support available on page 31 of this guide.

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 2017

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

Unit 14: IT Service Delivery

Mandatory unit for Extended Diploma.
A supervised assessment task designed to assess learners’ ability to analyse an organisation’s aims and IT service needs.
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
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.

Resources

Along with this course guide you have access to the following free-to-download support at 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

To find out more or download sample units go to: www.pearsonfe.co.uk/BTECNatsIT16Guide

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

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.
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:

- Mandatory units provide a solid foundation of knowledge and skills for every BTEC Nationals learner.
- Learners need to achieve:
  - all of the mandatory units
  - a selection of optional units (in some sizes)
  - at Pass or above to achieve an overall qualification grade. This means Higher Education and employers can be confident in BTEC-qualified learners’ mastery of essential knowledge and skills.

Specialist knowledge

- Learners study a range of mandatory and optional units building on a strong foundation to focus on what they need for their chosen career pathway.

Find out more

Check the unit lists on pages 10 and 18 in this Guide, or Section 2 of your specification, to confirm which units learners must achieve at Pass level. There are opportunities for resubmission and re-takes – learn more on page 29.

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
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.

### Assignments
- **Set and marked by:** Centre (school, college or training provider)
- **Verified by:** Pearson
- **Format:** Practical tasks set in work-related scenarios.
- **Outcome:** Learners demonstrate how they apply knowledge and skills to complete a practical project over a period of time, working individually or in groups.

### Tasks
- **BTEC Tasks Information video**
- **Set and marked by:** Pearson
- **Format:** Practical, work-related scenarios taken in realistic, time-based situations.
- **Outcome:** Learners demonstrate how they apply learning to common workplace or HE scenarios, providing a consistent standard of assessment for all BTEC learners.

### Written Exams
- **Set and marked by:** Pearson
- **Format:** Learners draw on essential information to create written answers to practical questions in exam conditions.
- **Outcome:** Learners demonstrate they can apply appropriate knowledge to a work-related challenge in timed conditions.

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### 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.

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**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.

#### External assessments

**Re-sits**
- Students can re-sit externally assessed units once. You can download your exam timetable at quals.pearson.com/BTECexamsGuide

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

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 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

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
Your next Steps

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

Stay in touch

Sign up for updates at 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:

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Intl: +44 (0)20 7010 2161

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