

# Welcome to your Guide to BTEC Level 3 Nationals in:

- Information Technology
- Computing

Your guide includes everything you need to know about BTEC Level 3 Nationals Computing and IT qualifications, why universities and employers are so excited about BTEC qualifications, and why **around 1 in 4 students entering university in the UK do so with a BTEC.\***

\*Source: UCAS Progression Pathways – Jan 2016

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# Why choose BTEC Nationals?

Young people taking their first steps towards a new career need the right blend of **technical and academic skills** in order to become the highly skilled, work-ready individuals employers and universities look for.

BTEC Level 3 Nationals are vocational qualifications designed to help your learners succeed. They have been developed 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 their future.

## Why universities choose BTEC



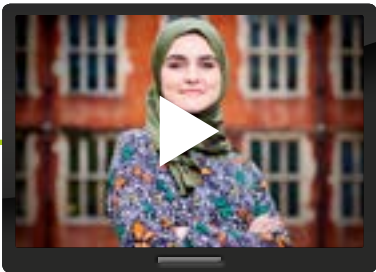
[quals.pearson.com/BTECprogress17Guide](https://quals.pearson.com/BTECprogress17Guide)

## Why employers choose BTEC



[quals.pearson.com/BTECprogress17Guide](https://quals.pearson.com/BTECprogress17Guide)

## Why students choose BTEC



[quals.pearson.com/BTECprogress17Guide](https://quals.pearson.com/BTECprogress17Guide)

# What's new

Your new BTEC Level 3 Nationals qualifications take a unit-by-unit approach and provide you learners with practical, work-related courses. They offer:

## Combination of assessment styles

Learners can demonstrate their knowledge, skills and understanding through work-related contexts. (see page 22 for details).

## Large foundation of mandatory units

Universities and employers have evidence of a consistent level of core knowledge and skills.

## Comprehensive support

We've listened to feedback and put together our most comprehensive support package yet. (see pages 14–21 for details).

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## The route to success

After 30 years of proven success, more and more employers and Higher Education institutions across the globe are choosing BTEC-qualified candidates for their **practical knowledge** and **employability skills**.

More than a million learners choose BTEC each year.

BTEC Level 3 Nationals provide your learners with:

- **modern, work-related qualifications** with **clear purpose and defined progression routes** into higher education or employment
- **the help they need to develop high-level skills** employers and universities look for such as teamwork, creative thinking and presentation skills
- **the opportunity to build independent research and study skills** essential for success at university and in the work-place.

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“BTEC courses give you real, hands-on experience. It’s what I call ‘learning by doing’ and gives you the skills today’s employers are looking for.”  
*Peter Jones CBE,  
Entrepreneur*



Find out why **Peter Jones** and our other **ambassadors** choose **BTEC at quals**.  
[pearson.com/BTECsuccess17guide](https://www.pearson.com/BTECsuccess17guide).

See some great BTEC success stories and meet our **BTEC IT Student** of the Year 2017 at:  
[quals.pearson.com/BTECawards17guide](https://www.quals.pearson.com/BTECawards17guide)



## Did you know...

**4 out of 5 BTEC students** go on to receive a **First or Second class degree**

(The outcomes associated with the BTEC route of degree level acquisition, London Economics 2013)

**37%** of businesses prefer recruits to hold a mix of academic and vocational qualifications or value them equally

(Inspiring Growth: Pearson/Skills CBI Skills survey 2015)



## Your BTEC Nationals Computing and IT qualifications explained

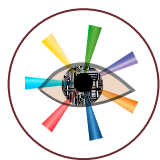
BTEC Level 3 Nationals Computing and IT courses offer a flexible range of qualifications that can be studied alongside other level 3 qualifications such as A levels or other BTEC Nationals as part of a larger programme of study, or as the main focus of study.

- They are designed for Post-16 Level 3 learners wishing to go on to further or higher level study of the sector or directly to employment.
- All sizes attract **UCAS points** and are widely recognised by universities and employers.

The following qualifications are available for your learners:



Computing



Information Technology

### Find out more

The following pages provide you with an overview of each course. For full details or to download your specifications please go to [quals.pearson.com/BTECNats16and17Guide](https://quals.pearson.com/BTECNats16and17Guide)

Your BTEC Level 3 Computing and IT qualifications are available in a range of sizes and are either **Applied General** or **Tech level-style** qualifications.

### Applied General qualifications

For learners progressing to their career through higher level study, although they could go directly into employment at the end of the course. They will have the opportunity to:

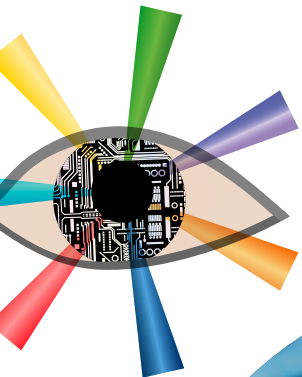
- choose between different qualification sizes** so they have the option to study full or part-time or take a BTEC alongside other level 3 qualifications such as A levels.
- develop **transferable knowledge and skills**.

### Tech Level qualifications

For learners wishing to progress directly to employment or apprenticeships through specialist study, or choose to go on to higher level study. They 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**.

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# Computing

Your BTEC Level 3 Nationals in Computing are Applied General-style qualifications and provide:

- **flexibility** for your students to progress to larger-size qualifications or specialise
- opportunity for students to showcase their skills through **practical assessments**
- the **underpinning knowledge and skills** needed to meet industry requirements

## Applied General

<b>Certificate</b> 180 GLH	<b>Extended Certificate</b> 360 GLH	<b>Foundation Diploma</b> 510 GLH	<b>Diploma</b> 720 GLH	<b>Extended Diploma</b> 1080 GLH	<b>Diploma</b> 720 GLH
Same size as 0.5 A level Applied General	Same size as 1 A level Applied General	Same size as 1.5 A levels Applied General	Same size as 2 A Levels Applied General	Same size as 3 A Levels Applied General	Same size as 2 A levels Tech Level
<b>Total units: 2</b> 2 Mandatory Units	<b>Total units: 4</b> 3 Mandatory Units PLUS 1 Optional Unit*	<b>Total units: 6</b> 4 Mandatory Units PLUS 2 Optional Units*	<b>Total units: 8</b> 6 Mandatory Units PLUS 2 Optional Units*	<b>Total units: 13</b> 7 Mandatory Units PLUS 6 Optional Unit*	<b>Total units: 10</b> 6 Mandatory Units PLUS 4 Optional Units*
<b>Purpose:</b> <ul style="list-style-type: none"><li>○ An introduction to the computing sector through applied learning</li><li>○ Supports progression to higher education when taken as part of a study program that includes other vocational or general qualifications</li></ul>	<b>Purpose:</b> <ul style="list-style-type: none"><li>○ Supports progression to higher education.</li><li>○ Intended to be taken as part of a study program that includes other appropriate qualifications</li></ul>	<b>Purpose:</b> <ul style="list-style-type: none"><li>○ Designed to support learners who wish to study computing as a 1 year full-time course</li><li>○ Can also be taken alongside another study as a 2 year full-time study program which supports progress to higher education</li></ul>	<b>Purpose:</b> <ul style="list-style-type: none"><li>○ Designed to support learners who want an in-depth study of the computing sector as part of a 16-19 study program</li><li>○ The program may include other BTEC Nationals or A Levels to support progression to higher education</li></ul>	<b>Purpose:</b> <ul style="list-style-type: none"><li>○ Designed to support learners who are interested in a 2 year full-time course</li><li>○ Supports progression to either higher education or employment in the computing sector</li></ul>	<b>Purpose:</b> <ul style="list-style-type: none"><li>○ Designed to support learners who want an in-depth study of the computing sector as part of a 16-19 study program</li><li>○ The programme may include other BTEC Nationals or A Levels to support progression to higher education</li></ul>

## Tech Level

Included in performance measures in England – see website for full details

\*please see specification for details of all Optional Units available.  
Information correct at time of publication – please see specification for latest information.

### Find out more

For **Teaching support** see page 14 • For **Assessment** see page 22  
Download your **specification** at: [quals.pearson.com/BTECNatsComputing16Guide](https://www.quals.pearson.com/BTECNatsComputing16Guide)

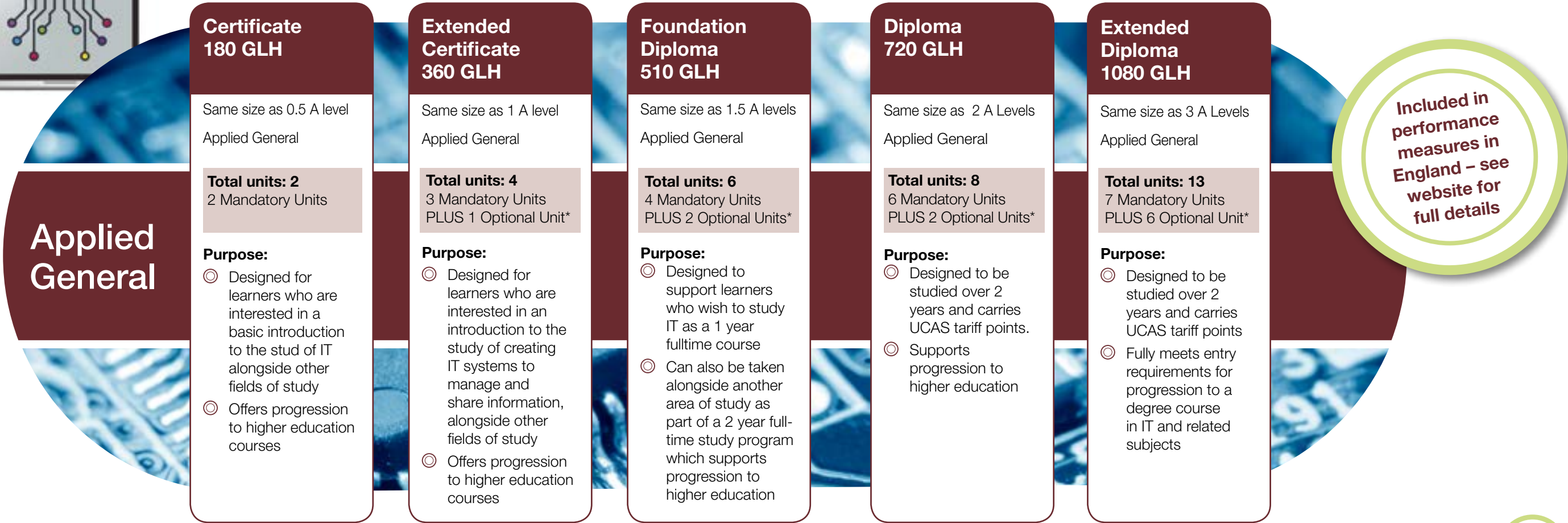
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# Information Technology

Your BTEC Level 3 Nationals in Information Technology are Applied General-style qualifications and provide:

- **flexibility** for your students to progress to larger-size qualifications or specialise
- opportunity for students to showcase their skills through **practical assessments**
- the **underpinning knowledge and skills** needed to meet industry requirements



\*please see specification for details of all Optional Units available.  
Information correct at time of publication – please see specification for latest information.

### Find out more

For **Teaching support** see page 20 • For **Assessment** see page 22  
Download your **specification** at: [quals.pearson.com/BTECNatsIT16Guide](https://quals.pearson.com/BTECNatsIT16Guide)

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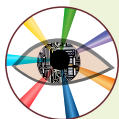


## Course materials

BTEC Level 3 Nationals in Computing and IT have a comprehensive range of FREE course materials available to help with **planning and teaching**, as well as **assessing and tracking** progress of your learners.

### Find out more

For full details of all the support available please see website:



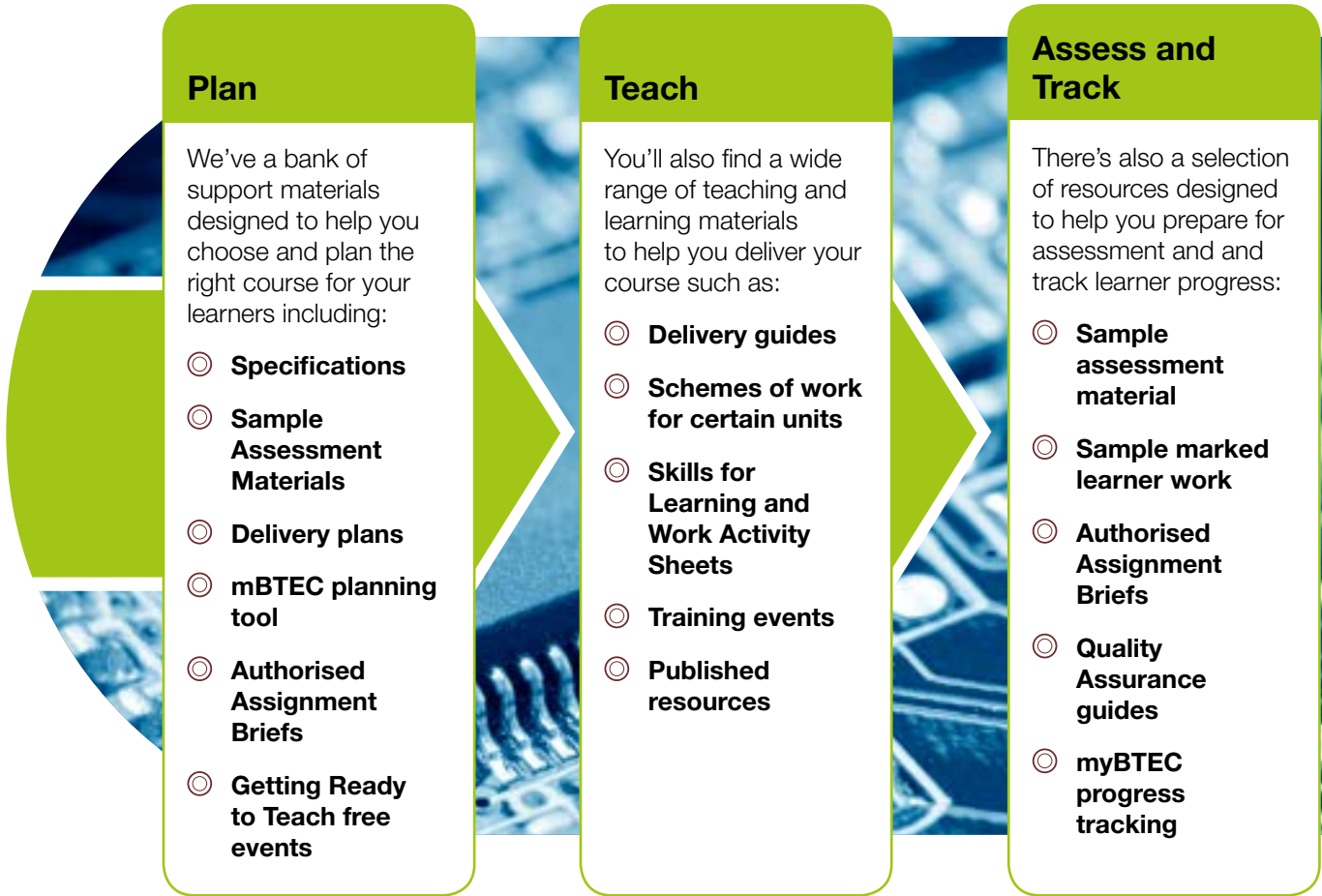
#### Computing

[quals.pearson.com/BTECNatsComputing16Guide](https://quals.pearson.com/BTECNatsComputing16Guide)



#### Information Technology

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



### Find out more

- See page 19 for full details about free training events
- Download your specifications at: [quals.pearson.com/BTECNatsIT16Guide](https://quals.pearson.com/BTECNatsIT16Guide)



## Published resources (paid-for)

We know it can be time-consuming and tricky to create lessons that work for each of your students, stretching the more able and supporting lower ability. That's why our resources are built around established pedagogical principles, to give your students targeted support and help them improve their understanding and progress.

This pedagogy runs through the:

**Student Book:** features throughout help learners to build knowledge, understand how to excel in assessment, reflect and evaluate learning, and link their learning to real-life workplace scenarios

**Teaching Pack:** additional front-of-class support, with all materials differentiated to suit each of your learners.

### Student books with ActiveBook

- ⦿ Help learners develop and apply principles and practical knowledge
- ⦿ Include preparation for assessment
- ⦿ Encourage self-evaluation
- ⦿ Accompanied by an ActiveBook (online versions of the Student Books)
- ⦿ There are two student books available, one for Information Technology and one for Computing

You do not need to purchase resources in order to deliver these qualifications.

**Resources built around learning principles you can trust**



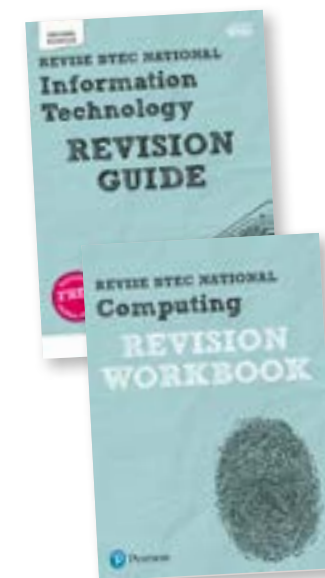
## Information Technology Teaching packs (via ActiveLearn Digital Service)

ActiveLearn  
Digital Service

- ⦿ Include an online version of the Information Technology student book
- ⦿ Provide continuous support through planning and delivery
- ⦿ Include interactive activities, presentations and tools to structure lessons
- ⦿ Delivered through our **ActiveLearn Digital Service** at [www.pearsonfe.co.uk/ALDS](http://www.pearsonfe.co.uk/ALDS)

### Revision guides and workbooks

- ⦿ Help learners prepare for external assessment
- ⦿ Information Technology and also Computing Revision Guides are available for classroom or independent study
- ⦿ Revision Workbooks are available for Information Technology and for Computing to help learners to test their own knowledge and skills



### Find out more

Download sample units and order evaluation copies at [www.pearsonfe.co.uk/BTECNats16and17Guide](http://www.pearsonfe.co.uk/BTECNats16and17Guide)

### MyBTEC

We know that as a teacher workload can be an issue, that's why to help you save time we have designed myBTEC, a unique free service that aims to reduce your admin workload.

#### What myBTEC can do for you:

- ⦿ **Saves you time** – for example when Internally Verifying an assignment brief, at least 50% of the questions are answered for you
- ⦿ **Reduces your workload** – for example your assessment plan is produced automatically from your assignment briefs in myBTEC
- ⦿ **Automatic grade tracking calculations**, so you know your students are on track
- ⦿ **Easily export and download all documents**, information and results
- ⦿ **Give you the complete visibility of all courses**, assessment, internal verification and results at your centre, so you can check progress at anytime.

Simply login at [mybtec.pearson.com](https://mybtec.pearson.com) with your Edexcel online details.

**Find out more**  
**Discover myBTEC at**  
[quals.pearson.com/myBTECNatsGuide17](https://quals.pearson.com/myBTECNatsGuide17)

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### Training

We offer a range of events to help you in every aspect of planning, teaching and assessing your BTEC courses.

To make it as easy as possible for you to benefit from our training, many of our **face-to-face** events are available as **online sessions**, and you can request any of our events to be delivered as paid-for events in your centre.

Our programme of events:

- ⦿ make it easy for you to access BTEC training **how, when and where** you need it.
- ⦿ offer **qualification-based** and **role-based** courses so you can choose which event is right for you.
- ⦿ are **delivered by experts** passionate about training.
- ⦿ provide opportunities to **share ideas and best practice**.

What's more, our flexible range of high quality training events not only support your delivery of BTEC courses, but also help towards your **continued professional development**.

#### Find out more

Book onto one of our events at [quals.pearson.com/BTECNatsTraining](https://quals.pearson.com/BTECNatsTraining)





# Admin support

## New to BTEC?

If you're thinking about teaching BTEC Nationals and want to know more about what's involved and the support we can provide see our step-by-step guides at [quals.pearson.com/stepbystepBTEC](https://quals.pearson.com/stepbystepBTEC).

We've included guidance on:

- How to get started
- Building your BTEC team
- Quality assurance
- Internals assessment
- External assessment

## Already teaching BTEC?

Remember you can find detailed information about key BTEC processes, forms and guidance materials [quals.pearson.com/BTECsupport](https://quals.pearson.com/BTECsupport).

You'll also find all of the essential tools and forms on each of our dedicated qualifications pages, alongside your specifications and any additional resources specific to your BTEC.

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# Specialist help and advice

You also have access to specialist support and advice from our Computing and IT subject advisor Tim Brady.

Tim will be happy to help with any questions you may have about your BTEC Level 3 Computing and IT qualifications.

## Tim Brady

### Computer Science and ICT

📞 UK: 020 7010 2161

📞 Intl: +44 (0)20 7010 2161

✉ TeachingComputerScience@pearson.com

✉ teachingICT@pearson.com



## Find out More

For full details visit [quals.pearson.com/BTECNats16&17guide](https://quals.pearson.com/BTECNats16&17guide)



# Assessment and Grading

## Types of assessment

Your BTEC Level 3 Nationals Computing and Information Technology qualifications take a unit-by-unit approach and offer 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.

### Assignments (internally assessed)

Set and marked by: Centre  
Verified by: Pearson

**Assignments** are practical tasks set in work-related scenarios that can be tailored to local industry needs for your learners. Learners demonstrate how they apply knowledge and skills to complete a practical project over a period of time, working individually or in groups.

### Tasks (externally assessed)

Set and marked by: Pearson

**Tasks** are practical work-related scenarios completed in realistic, time-based situations. They are completed in controlled conditions and some tasks have pre-released information. Learners demonstrate how to apply learning to common workplace or HE scenarios. Tasks provide evidence of a consistent standard of assessment for all BTEC learners.

### Written Exams (externally assessed)

Set and marked by: Pearson

For written exams, learners draw on essential information to create written answers to practical questions in exam conditions. Learners demonstrate they can apply appropriate knowledge to a work-related challenge in timed conditions.

## Grading

A learner's final qualification grade reflects their achievements across units in their BTEC Nationals course.

Both internally and externally assessed units are individually graded, and each final unit grade is allocated points.

- Internally assessed units are marked and graded in the Centre (school, college or training provider) and subject to external verification by Pearson.
- Externally assessed units are marked and graded by Pearson.
- Units are graded Pass, Merit or Distinction, with external units also having a N grade in most Level 3 sectors. Total points scored across all units are used to calculate the final qualification grade.

	GLH	Type (Int/Ext)	Grade	Unit points
Unit 1	90	Int	Distinction	24
Unit 2	90	Ext	Merit	22
Totals	180		D	46

Achievement of a Certificate with a D grade example.

### Find out more

For full details see Section 9 of your specification

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



We've also developed a range of new BTEC qualifications for Level 1 and Level 2 learners.



### For Level 1 post-16 Learners

#### BTEC Level 1 Introductory qualifications

Graded, unit-based qualifications designed to develop transferable and sector skills so your **post-16 learners** can progress to further study, apprenticeships or training. BTEC Level 1 Introductory qualifications for IT sectors include:

**Information Technology**

**Vocational Studies**

**Find out more**

**Download your specifications at:**

**[quals.pearson.com/BTECL1IntroGuide](https://quals.pearson.com/BTECL1IntroGuide)**

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### For Level 2 post-16 learners

#### BTEC Level 2 Technicals

Designed to give **post-16 learners** real hands-on practical experience to master the skills they will need to succeed in their career or higher level study. Qualifications for IT sectors include:

- © **IT Support**
- © **Digital Technology – Data Management**
- © **Digital Technology – Digital Applications**
- © **Digital Technology – Networking and Cybersecurity**

**Find out more**

**Download your specifications and view all our BTEC Level 2 Technicals at:**

**[quals.pearson.com/BTECL2TechnicalsGuide](https://quals.pearson.com/BTECL2TechnicalsGuide)**

## Your next Steps

1. Download your specifications and sample assessment materials  
browse our FREE resources
2. 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

## Help and advice

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

**Tim Brady**

Computer Science and ICT



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