



BTEC Level 2

Information and Creative Technology

1 year course

Why choose this course ?..

Choosing to study towards a BTEC Level 2 in Information and Creative Technology is a great decision to make for lots of reasons:-

- You will learn about the online world and technology systems
- You will develop skills to create and work with digital assets such as audio and graphics
- **Plus** you will have the opportunity to develop apps and work with other software.

What can I gain
from studying this
course and where
can it take me.....

- This qualification will help to make you technology savvy
- Equip you with the skills valued by employers in any career you wish to pursue, but will particularly prepare you for a career using ICT.
- It will, also help you to progress to the next level of study – Level 3

So what will I study?

- You will also:
- Undertake some work Experience
- Participate in Enrichment and Enterprise activities

Unit 1 The Online World	Unit 2 Technology Systems	Unit 3 A Digital Portfolio
Unit 6 Creating Digital Graphics	Unit 9 Spreadsheet Development	Unit 10 Database Development
Unit 11 Computer Networks	Unit 12 Software Development	Unit 13 Website Development

Unit 1 – The Online World

- This unit answers the many questions....
 - How do websites work?
 - How do emails get to your computer?
 - How does the use of computer applications affect your daily life?
 - How does online storage work?
 - What is collaborative software and how and when is it used.
 - How you conduct effective internet searches and how do I blog

You will look at a range of devices, including smartphones and digital music players, and investigate a range technologies that enables your digital devices to share and exchange information.

- As well as looking at the next phase of the internet revolution
- And not forgetting security and privacy concerns and considerations



Unit 2 – Technology Systems

- Technology systems are involved in many for the objects we use every day, from laptop computers to smartphones.
- In this unit you will first look at how the main building blocks of technology systems work and how they work together
- You will also learn how data flows between internal components of a computer and how it is processed to provide information
- And find out more about the different types of software.



Unit 3 – A Digital Portfolio

- This is an exciting unit where you will learn how to design, create and test your own digital portfolio, allowing you to be creative and imaginative.
- Digital portfolios come in many forms, depending on the information that they contain.
- For example a digital portfolio could be created to help support an application for a job, or it could be created for an estate agent to showcase their properties for sale.



Unit 6 – Creating Digital Graphics

- Digital graphics are images and/or text created on or scanned into a computer.
- Graphics are used to communicate messages in every part of our lives, including advertising, music, fashion, interior design and architecture.
- You see graphic when you surf websites, play computer games or go shopping
- Graphics bring colour, information and interest to our lives.
- You will learn when and where graphics are used, as well as the opportunity to design, create and test a digital graphic product of your own.



Unit 9 – Spreadsheet Development

- Numbers are part of our daily lives, you will need to be able to handle them, whether you are doing homework, working out home finances or running a business.
- In this unit you will learn about:
 - The different uses of spreadsheets
 - The different features available in spreadsheet packages
- We will teach you how to use and understand spreadsheet packages
- And then you will:
 - Design, develop and test a spreadsheet for a specific purpose



Unit 10 – Database Development

- Most people who use computers at work will probably use databases on a regular basis.
- In most situations, users will be interacting with an existing database. For example to add and amend records, to search for information or to produce reports some users will need to be able to design and create a database. This unit covers the knowledge and skills needed to do this.
- You will learn about the different uses and tools and techniques used in databases
- You will design, create and test a database for a specific purpose.



Unit 11 – Computer Networks

- Networks are around us and are a major part of our lives.
- We all use networks every day in many ways, particularly to send email, browse the internet, play online games watch on-demand TV and to help us work.
- You will learn the features and uses of computer networking
- And then,
- Create, develop and test a computer network to fulfil your design using hardware and software components that you configure according to your design documentation.



Unit 12 – Software Development

- This unit will teach you what is meant by software development. Have you ever wondered how they can make your computer or handheld device behave in such different ways?
- Software development or computer programming is not about building computers or operating them, but is about giving the computer system a set of instructions that will tell it to carry out actions.
- You will learn about the characteristics and uses of different software programs.
- Then get hands on experience of designing, developing, testing and then reviewing your finished software program.



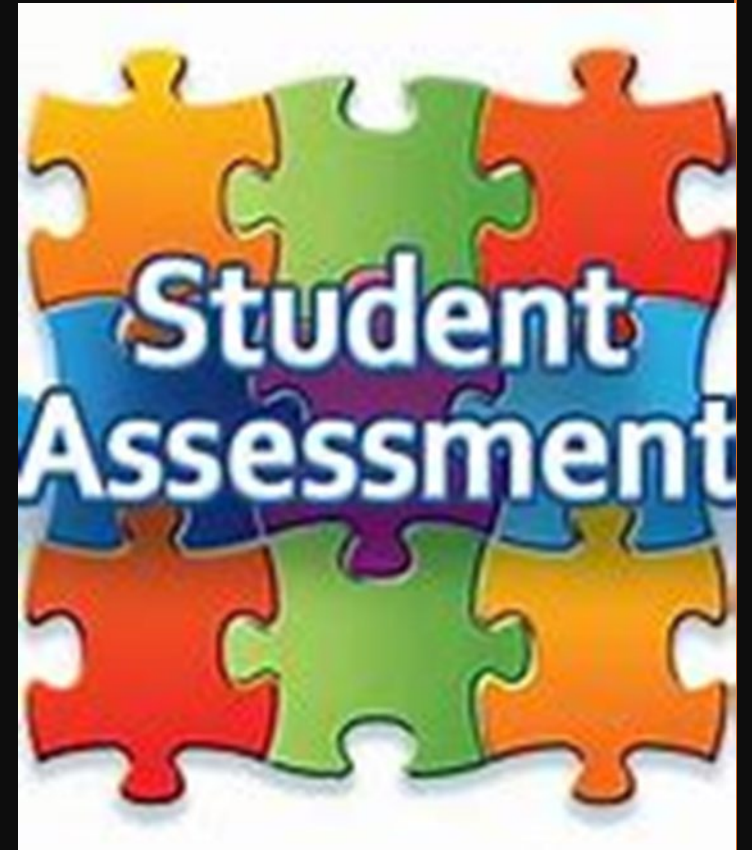
Unit 13 – Website Development

- Most of us use the internet every day and visit a whole range of websites in order to do business, to find out information, for entertainment and to keep in touch with friends.
- Many of these websites are visually stimulating, containing many different elements, such as text, graphics, animation, video and programs as well as a number of sophisticated interactive features.
- This unit will teach you the uses and features of websites
- Then you will be given the opportunity to design, develop, test and review a website.



How will I be assessed?

- You will be assessed in two different ways
- For most units, your tutor will set assignments for you to complete. They make take the form of projects where you research, plan, prepare and evaluate a piece of work or activity.
- The other units will be assessed by an online exam – don't worry your tutor will make sure that you are fully prepared for the exam.
- These online exams will consist of different types of questions – it could be multiple choice questions or questions which you need to give a short answer to.



How can I be successful on this course?

- The college and your tutors will help and support you throughout your time at college:
- You will attend an induction to the course and the college in the first week of your study.
- You will have a weekly tutorial sessions, with guest speakers and one-to-one tutorials to manage and monitor your needs and your progress.
- Your course tutor and you will regularly meet to set and review targets and goals for you to work to
- You will have access both at college and at home or on your mobile phone to college resources on Teams
- You will be given a college email to contact and be contact by your tutors.



What can I do to help myself succeed ?

- We ask that you:
- Attend all your timetabled sessions
- Be punctual
- Bring the right equipment to class
- Notify your tutor if you cannot come into college for any reason
- Talk to your tutor regularly
- Abide by College policies and guidelines



What and why do I have to do work experience?

- All our learners are expected to undertake around 30 hours of work experience during the year.
- We will help you to create and produce a CV which you can use to find valuable work experience.
- Work experience will help you to improve and develop personal and transferable skills.
- You can add the work experience to your CV too.



What is Enterprise?

- We expect all of our learners to participate and undertake in their tutor group an enterprising activity.
- An enterprising activity could be or involve for examples:
 - Raising money and awareness for a charitable cause
 - Doing something for others without the expectation of a rewards
- It is up to your tutor group to come up with an idea, plan it, and then do it.
- This can be very rewarding and again it is something that can be put onto your CV.

