

## Course information for Parents

### Year/Key stage: 4 Subject: Year 9 and 10 IT

<b>Faculty Area</b>	Computing / IT	<b>Learning Leader contact information</b>	Mr Z. Rathor <a href="mailto:zrathor@thehazeleyacademy.com">zrathor@thehazeleyacademy.com</a>
<b>Examination Board</b>	OCR Cambridge Nationals L2 IT	<b>Specification Code</b>	J808

**Subject Content:****Unit R012 - Understanding tools, techniques, methods and processes for technological solutions**

Learners will sit an exam to assess their knowledge and understanding of different technologies (hardware and software applications), and tools and techniques used to select, store, manipulate and present data and information.

**Unit R013 – Developing technological solutions**

This assessment focuses on how effectively learners use their skills when developing a technological solution. They will be given a project to develop a technological solution that processes data and communicates information.

**Additional Equipment Needed:**

- It is recommended that students have a suitable computing device that allows them to develop their classwork outside of lessons, using a range of subject specific Microsoft Office software to manipulate data, e.g. Excel and Access.
- Students will need a standard calculator for the mathematical aspects of the course

**Assessment Details:****Entry code R012 - Understanding tools, techniques, methods and processes for technological solutions**

- 1 hour 45 minutes written examination
- 80 marks (120 UMS)
- OCR-set and marked
- Exam assessment every January and June series

**Entry code R013 - Developing technological solutions**

Approximately 20 hours

- 80 marks (120 UMS)
- An assignment set by OCR, marked by teachers and moderated by OCR
- The assignment will include a context and set of tasks
- A new assignment will be released each series and published on the OCR website
- Assessment series in two series each year, January and June.

**To be successful students will need to be able to:**

- Logically break down decision processes to create, manipulate and present data in various data handling software e.g. Excel
- Refine extended exam questions to incorporate acceptable language and point structures using past paper questions and mark schemes

## Home Study & Independent Learning Parental Support Information

- Apply mathematical skills to make calculations to calculate vital statistics
- Investigate real life examples how data is manipulated in the IT industry
- Organise deadlines and submissions using the Google Classrooms learning environment, combined with open source Google Drive and Docs

### What can I do to support my child at home?

**To support your child's learning we recommend the following approaches:**

- Log in to Google Classrooms from home with your child, using their Hazeley account to see what they have been doing in lessons. Parents can see what tasks have been set and their deadlines.
- Ask your child to explain what spreadsheet models they have created in class and what it could be used for in a real life example.
- Encourage your child to develop their Microsoft Office skills.
- Provide access to a computing device that will allow them to create and manipulate data/information outside of the classroom environment.

### Recommended resources for the course:

#### Websites:

#### OCR – Official webpage

[http://www.ocr.org.uk/qualifications/vocational-education-and-skills/cambridge-nationals-information-technologies-level-1-2-j808/?qualtype\\_key=cambridge-nationals/](http://www.ocr.org.uk/qualifications/vocational-education-and-skills/cambridge-nationals-information-technologies-level-1-2-j808/?qualtype_key=cambridge-nationals/)

- Google Classroom: <https://classroom.google.com/>
- BBC Bitesize: <http://www.bbc.co.uk/education/subjects/z34k7ty>
- Teach-ICT: [www.teach-ict.com](http://www.teach-ict.com)

#### Books:

We have ensured that there is no requirement to purchase books to support your child with their learning. The books will be purchased over the summer break ready for use as of September 2019.

### Teaching Staff Contact Details

Name	Role	Email	Tel
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