

**CAMPUS CALENDAR 2022-2023**  
**Faculty of Business, Computing and ICT BTEC - KS4 - Year 11**

1	<b><u>COMPONENT 3: Digital Working Practices (Exam 40%)</u></b>	
2	<u>Topics for this half-term:</u> <u>Learning Aim A: Modern Technologies and Their Impact on Organisations</u>	
3	<ul style="list-style-type: none"> <li>• Cloud Technologies</li> <li>• Maintenance and Performance</li> <li>• Collaborative Technologies</li> <li>• Communication with Team Members and Stakeholders</li> </ul>	
4	<ul style="list-style-type: none"> <li>• Accessibility &amp; Inclusivity</li> <li>• Technology and Organisations</li> <li>• Technology and the Individual</li> </ul>	
5	<u>Topics for this half-term:</u> <u>Learning Aim B: Threats to Digital systems and how an organisation can manage them.</u>	
6	<ul style="list-style-type: none"> <li>• External Threats</li> <li>• Internal Threats</li> <li>• Data Protection</li> <li>• Security Policies</li> <li>• Actions to Take</li> </ul>	
7		
Mid Term Break		
8	<b><u>COMPONENT 3: Digital Working Practices (Exam 40%)</u></b>	<b><u>COMPONENT 2: Collecting Presenting and Interpreting Data (Coursework 30%)</u></b>
9		<b>Learning Aim A: Investigate the role and impact of using data on individuals and organisations</b>
10	<u>Assessment:</u> Topics: All from Component 3 Learning Aims A&B	<ul style="list-style-type: none"> <li>• Data Representation: Data Types and Presentation Methods</li> <li>• Data Collection: Primary and Secondary Collection , Features of Data Collection</li> <li>• Data Modelling</li> <li>• Data Security for Individuals</li> <li>• Data Analysis</li> </ul>
11	<u>Learning Aim C: Responsible, Legal and Ethical Use of Data</u> <ul style="list-style-type: none"> <li>• Sharing Data</li> <li>• Environmental Impacts</li> <li>• Legal Requirements</li> <li>• Acceptable Use</li> <li>• Intellectual Property</li> </ul>	<b>Assessment - Coursework</b>
12		
13	<u>Learning Aim D: Planning and Communication in Digital Systems</u> <ul style="list-style-type: none"> <li>• Data Flow Diagrams</li> <li>• Flow Charts</li> <li>• System Diagrams</li> </ul>	
14		
15		
Christmas & New Year Break		
16	<b><u>COMPONENT 3: Digital Working Practices (Exam 40%)</u></b>	<b><u>COMPONENT 2: Collecting Presenting and Interpreting Data (Coursework 30%)</u></b>
17		<b>Learning Aim B: Create a Dashboard Using Data Manipulation Tools.</b>
18	<u>Topics for this half-term:</u> <b>Revision</b>	<b><u>Topics for this half-term:</u></b>
19	<u>Learning Aim A:</u> Modern Technologies and Their Impact on Organisations <u>Learning Aim B:</u> Threats to Digital systems and how an organisation can manage them. <u>Learning Aim C:</u> Responsible, Legal and Ethical Use of Data <u>Learning Aim D:</u> Planning and Communication in Digital Systems	<ul style="list-style-type: none"> <li>• Importing Data,</li> <li>• Formulae</li> <li>• Cell referencing (relative, absolute,named)</li> <li>• Decision making functions</li> <li>• Lookup functions</li> </ul>
20		
21		
22	<u>Assessment:</u> 1st February 2023 - EXAM: Component 3 (40%) Topics: All of Component 3 (Learning aims A,B,C & D)	
Mid Term Break		
23	<b><u>COMPONENT 2: Collecting Presenting and Interpreting Data (Coursework 30%)</u></b>	
24	<b>Learning Aim B: Create a Dashboard Using Data Manipulation Tools.</b>	
25	<u>Topics for this half-term:</u> <ul style="list-style-type: none"> <li>• Count functions &amp; Logical operators,</li> <li>• Sorting &amp; Filtering Data,</li> <li>• Simple Macros &amp; Data Validation</li> <li>• Editing text &amp; using outlines,</li> <li>• Linking Spreadsheets &amp; views,</li> <li>• Conditional formatting &amp; Data summaries,</li> <li>• Presentation methods</li> </ul>	
26		
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**Learning Aim C: Draw Conclusions and Review Data Presentation Methods**

**Topics for this half-term:**

- Drawing Conclusions
- Making Recommendations
- How Presentation Affects Understanding

**Assessment:**

Week Beginning: 10th March COURSEWORK Learning Aim B  
Week Beginning: 28th April COURSEWORK Learning Aim B Redraft  
Week Beginning: 31st April COURSEWORK Learning Aim C

Dates may vary depending on exam dates for 2023

**Easter Break**

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**Topics for this half-term:**

- Data Security for Individuals
- Data Analysis

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**Assessment:**

Week Beginning: 28th April COURSEWORK Learning Aim C:Redraft

31

Date may vary depending on exam dates for 2023

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May (Date TBC): EXAM resit opportunity Component 3 (40%)  
Topics: All of Component 3 (Learning aims A,B,C & D)

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**Mid Term Break END OF COURSE**

## Course Information

<b>Course Structure</b>	The course is assessed through 2 Coursework Assignments (30% & 30%) And one exam in year 11 (40%)										
<b>Assessment</b>	<p>Your Assessments in BTEC ICT will mostly be your Coursework assignment in Year 10 and Coursework assignment in year 11. You have 2-3 weeks for each followed by a chance to redraft a few lessons later.</p> <p>Each coursework assignment consists of 2-3 tasks. You must complete all tasks when you submit the coursework to be allowed to redraft.</p> <p>You must complete the coursework on time to be allowed a redraft. The Following 5 grades are available</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">LEVEL 1</th> <th colspan="3">LEVEL 2</th> </tr> </thead> <tbody> <tr> <td>Pass</td> <td>Merit</td> <td>Pass</td> <td>Merit</td> <td>Distinction</td> </tr> </tbody> </table>	LEVEL 1		LEVEL 2			Pass	Merit	Pass	Merit	Distinction
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<b>Feedback</b>	<ol style="list-style-type: none"> <li>1. You complete the coursework</li> <li>2. Your teacher will mark the work, you will be given general pointers for how to improve but no specific help (This is against exam-board regulations)</li> <li>3. Your work will be returned to you and you will read the feedback on your BTEC record sheet.</li> <li>4. After reading the feedback your teacher has provided you with, you will improve your coursework using purple text to show where you have made improvements.</li> <li>5. You will record your coursework grade in your assessment folder along with a copy of your record sheet</li> </ol>										
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<b>Study Materials</b>	<ul style="list-style-type: none"> <li>● Knowledge Organisers</li> <li>● Google Classroom</li> <li>● BBC Bitesize</li> <li>● Knowitall Ninja</li> </ul>										
<b>Class Work</b>	You will mostly be creating notes and completing activities on the computer. You will be expected to share these notes to your drive once completed to help you with revision.										