



YSGOL GYMUNEDOL
PORTH
COMMUNITY SCHOOL

COMMUNICATION FACULTY



BTEC IT

YEAR 11 CURRICULUM MAP



OVERVIEW

[Last updated: MWi – September 2019]

In Year 11 students will complete their 2-year BTEC in IT User Skills course and will submit a portfolio of their work in either printed or digital format to the external moderator. Before starting the BTEC course students will have completed a series of short tasks to ensure that they are familiar with the software packages that the school has made available. Students will also be provided with the Hwb accounts to allow them to have access to the full suite of Microsoft Office applications at home.

BTEC 2-YEAR PLAN:

YEAR 10: WEB DESIGN SOFTWARE, DATABASE SOFTWARE and PRESENTATION SOFTWARE

YEAR 11: PRESENTATION SOFTWARE (cont.), DESKTOP PUBLISHING SOFTWARE and IMPROVING PRODUCTIVITY

STRUCTURE	
LESSONS	5 lessons a fortnight [60 minutes each].
CLASS WORK	The majority of work will be created digitally and completed in the classroom under moderate controlled conditions, a small percentage of each unit will be completed using traditional pen & paper
DELIVERY	Each topic will be taught through a range of tasks and build towards a completed unit and a range of assessments / DIRT activities.
ASSESSMENT & FEEDBACK	Assessments will be based on the standards achieved for each unit compared to what is required by the exam board. Feedback will clearly indicate what additional skills and other requirements are needed to complete the unit to the required standard.
SKILLS	Students will build on the National Curriculum skills gained during Years 7 and 8 and apply them to the units being completed for the BTEC qualification..
HOMEWORK	Homework will centre around extension tasks and preparation work for the units.
RESOURCES	Dept: <i>Staff Files > School of Life Skills & World Studies > ICT > Year 11</i>
RESULTS	Results and data will be discussed / moderated at department meetings and logged on SIMS spreadsheets.
SPECIALIST	Mr M Williams



YEAR PLAN

TOPIC	TIME (approx.)	LESSON CONTENT	SUMMATIVE ASSESSMENT
<u>DTP SOFTWARE</u>	14 WEEKS	<ul style="list-style-type: none"> Look at existing documents Information gathering Skills development Draft document Self / Peer Assessment Assessment 1 & DIRT Final document Assessment 2 & DIRT 	<p>TASK: Completion of final document</p> <ul style="list-style-type: none"> Evaluation of draft & final documents software features used and high quality SPaG.
<u>PRESENTATION SOFTWARE (cont.)</u>	5 WEEKS	<ul style="list-style-type: none"> Input and combine text and other information within presentation slides Use presentation software tools to structure, edit and format slide sequences Prepare slideshow for presentation Assessment 3 & DIRT 	<p>TASK: Completion of final document</p> <ul style="list-style-type: none"> Evaluation of draft & final documents software features, testing of final product and high quality SPaG.
<u>IMPROVING PRODUCTIVITY</u>	5 WEEKS	<ul style="list-style-type: none"> Plan, select and use appropriate IT systems and software for different purposes Review and adapt the ongoing use of IT tools and systems to make sure that activities are successful Assessment 4 & DIRT 	<p>TASK: Completion of writing template for Improving Productivity unit</p> <ul style="list-style-type: none"> All sections complete Sufficient detail and high quality SPaG
<u>FINAL COMPLETION OF UNITS FOR MODERATION</u>	6 WEEKS	<ul style="list-style-type: none"> Database Software Presentation Software Web Design Software DTP Software Improving Productivity 	<p>The assessments will vary depending on the unit(s) the students may still need to complete prior to external moderation</p>