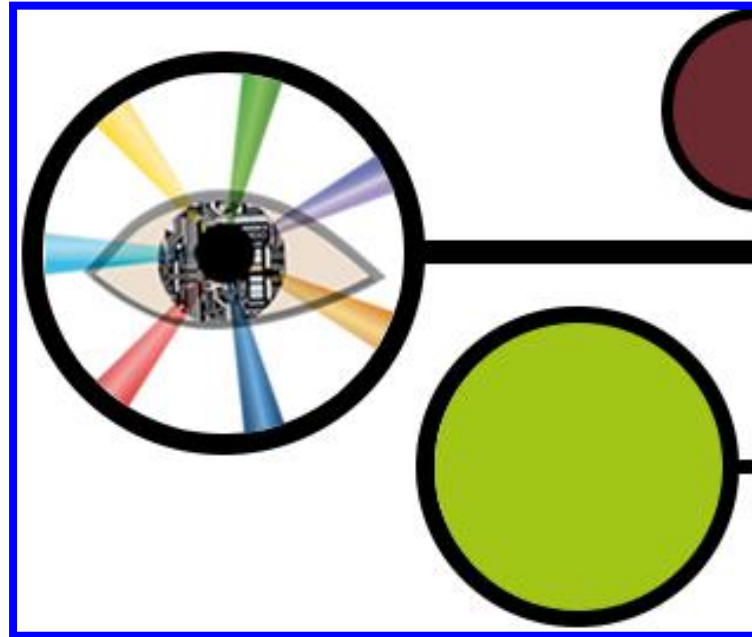
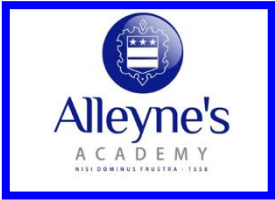


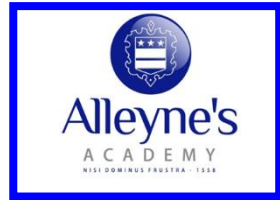
What is IT?



Preparation work for the
Applied General Level 3 IT course
(BTEC National Extended Certificate in Information Technology)



Useful Links

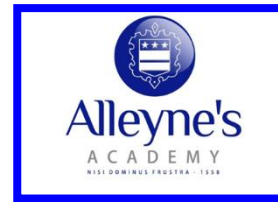
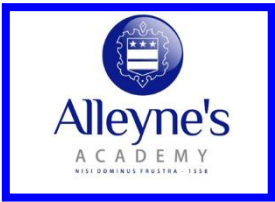


Specification

[Click here](#) for the course specification as it will help highlight the areas that you will study.

Make sure you choose the 3rd one down – the EXTENDED CERTIFICATE

Key questions that will help when starting the Applied General IT course – Unit 1



What is ICT?

What is a system? – with diagram maybe?

List what an ICT system is composed of

What is Data?

What is meant by the terms coding and encoding of data?

What is Information?

What factors affect the quality of information?

State 3 current methods of communication

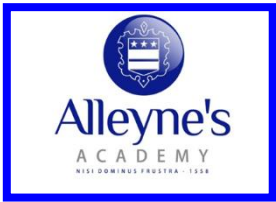
LAN, WAN, MAN, what's the difference?

What are the advantages and disadvantages of networking? – technical examples and phrases!

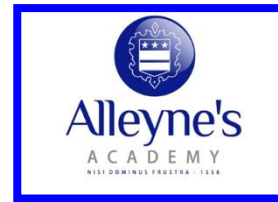
Name the 2 main types of LAN? Describe each highlighting differences.

INTERNET vs. WWW what is the difference?





Some topics to discuss – choose 3
For the 1st lesson with Mrs Spooner



The use of ICT can be influenced by which factors?

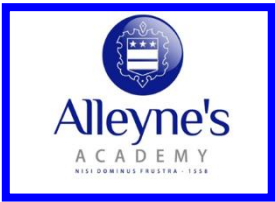
What is the impact of ICT on Education? Give advantages and disadvantages.

What is the impact of ICT on Manufacturing? Give advantages and disadvantages.

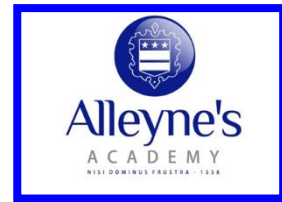
What is the impact of ICT on Banking? Give advantages and disadvantages.

What is the impact of ICT on Health? Give advantages and disadvantages.

What is the impact of ICT on offices? Give advantages and disadvantages.



Questions to research for Unit 2 with Mrs Hewson. Be prepared to **hand in** and **discuss** in the **1st** lesson:



What is a database?

Find REAL LIFE examples of databases in use – be prepared to explain what they are used for and how

Common terms (find, and be prepared to explain, definitions):

table
field
record
data type
validation
primary key
query
parameter
report
switchboard
form
data entry form
relationship

What is testing? Why is it needed?

Find out what *normal*, *extreme* and *erroneous* test data are

What is evaluation? Why is it needed?