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Candidate surname

Other names

**Pearson BTEC  
Level 1/Level 2  
Tech Award**

Centre Number

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Learner Registration Number

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**Thursday 4 February 2021**

Morning (Time: 1 hour 30 minutes)

Paper Reference **21193L**

**Digital Information Technology**  
**Component 3: Effective Digital Working Practices**

**You do not need any other materials.**

Total Marks

### Instructions

- Use **black** ink or ball-point pen.
- **Fill in the boxes** at the top of this page with your name, centre number and learner registration number.
- Answer **all** questions.
- Answer the questions in the spaces provided  
– *there may be more space than you need.*
- This booklet contains material for the completion of the assessment under supervised conditions.
- This booklet is specific to each series and this material must only be issued to learners who have been entered to undertake the task in the relevant series.
- This booklet should be kept securely until the start of the 1 hour 30 minute supervised assessment period.

### Information

- The total mark for this paper is 60.
- The marks for each question are shown in brackets  
– *use this as a guide as to how much time to spend on each question.*

### Advice

- Read each question carefully before you start to answer it.
- Try to answer every question.
- Check your answers if you have time at the end.

Turn over ►

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**Pearson**

**Answer ALL questions. Write your answers in the spaces provided.**

**1** Hues Artwork is a graphic design company.

It specialises in designing brochures, magazines and advertising products, using specialised computer software.

User access restriction and data level protection methods could keep its designs safe.

One user access restriction method is a password.

(a) State **two other** user access restriction methods Hues Artwork could use.

(2)

1 .....

2 .....

(b) A firewall is one data level protection method Hues Artwork could use.

State **two other** data level protection methods it could use.

(2)

1 .....

2 .....

(c) Hues Artwork uses cloud storage to store its designs.

One benefit of using cloud storage is that it can be accessed anywhere with an internet connection.

Identify **two other** possible benefits to Hues Artwork of using cloud storage.

(2)

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(d) The specialist software that the company uses for its designs is accessed through cloud computing.

One drawback of using cloud computing is that it needs an internet connection.

Identify **two other** possible drawbacks for Hues Artwork of using cloud computing.

(2)

1 .....

2 .....

(e) Hues Artwork has set up a social media account to advertise its services.

Explain **two** reasons why Hues Artwork uses social media to advertise its services.

(4)

1 .....

2 .....

**(Total for Question 1 = 12 marks)**



2 Mina works for a computer network installation company.

He designs and installs computer networks.

Mina works remotely.

(a) Give **two** drawbacks for the company of Mina working remotely.

(2)

1 .....

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2 .....

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(b) The company wants staff who work remotely to use online collaboration tools.

Explain **one** benefit to the company of staff using online collaboration tools.

(2)

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(c) Mina uses emails to communicate with other staff.

Annotate the email interface to explain **two** features that support collaborative working.

(4)

Compose Email 📎 Send

From: mina@compnetworkinstall.org

To: \_\_\_\_\_

CC: \_\_\_\_\_

BCC: \_\_\_\_\_

Subject: \_\_\_\_\_

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(d) When Mina is installing networks he uses open wi-fi networks to access data.

Explain **two** possible external security threats to Mina when using open wi-fi networks.

(4)

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**(Total for Question 2 = 12 marks)**

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3 Buyable Crafts is a company that makes and sells craft items.

It uses its own designs for the items.

Buyable Crafts stores customers' personal details on its systems.

It must abide by UK legislation governing data protection.

(a) One of the principles it must follow is called 'data subject rights'.

Explain **one** example of a 'data subject right'.

(2)

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(b) Buyable Crafts must protect the data that is kept on its system.

One way to do this would be to use a firewall.

Describe how a firewall can protect this data.

(4)

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(c) Buyable Crafts has copyright protecting its designs.

Explain **two** ways that copyright can protect its designs.

(4)

1

2

(d) Buyable Crafts receives orders from its customers for its products.

The process for dealing with the order is:

1. The Customer sends their order to the Sales section
2. The Sales section sends an order confirmation email to the Customer
3. The Sales section sends a copy of the order to the Warehouse and a copy to the Accounts section
4. The Warehouse sends a delivery note to the Customer and a copy to the Accounts section
5. The Accounts section send an invoice to the Customer
6. The Customer sends payment to the Accounts section.

On page 9 draw an **Information Flow Diagram** to show this process.

(6)

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(Total for Question 3 = 16 marks)



4 A company sells vegan food and clothing.

It has decided to create a website to sell its products.

(a) The website needs to include accessibility features to support visually impaired users.

Describe **one** accessibility feature that it could use on the website to support visually impaired users.

(3)

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(b) The company uses cookies on its website to help improve business.

There is UK legislation that governs the use of cookies.

Explain **one** rule the company must follow when using cookies on its website.

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(d) The company currently has 20 Personal Computers (PCs) that are three years old.

It is considering replacing these PCs but is not sure if this is a good decision for the environment.

Evaluate how replacing the PCs could affect the environment.

(9)

Area with horizontal dotted lines for writing the answer.

**(Total for Question 4 = 20 marks)**

**TOTAL FOR PAPER = 60 MARKS**

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