Year 9: ASK Yourself!

Subject: IT (OCR) Unit: Whole Year

| Unit: Whole Year | | | | | | | |
|------------------|--------------------------------|---------------------------|---------------------------------------|---|--|--|--|
| | Launching | Developing | Progressing | Mastering | | | |
| | 1-2 | 3-4 | 5-6 | 7-9 | | | |
| | | | | | | | |
| | | | | | | | |
| S kills | | | | | | | |
| kills | | | | | | | |
| | | | | | | | |
| Databases | Able to create | Able to import | Able to create a | Able to create | | | |
| | queries and a | data and | basic relational | switchboards and | | | |
| | basic report. | create | database. Able to | macros. Able to create | | | |
| | Able to edit | reports. Able | perform | relational databases | | | |
| | tables. | to create | calculated queries. | using more than two | | | |
| | | advanced | Able to use a | tables. Able to make | | | |
| | | queries. Able | range of validation | use of security | | | |
| | | to use | techniques. | measures. | | | |
| | | validation | | | | | |
| | | techniques. | | | | | |
| | | | | | | | |
| Spreadsheets | Able to use | Able to import | Able to use | Able to make sure of | | | |
| | basic functions | data and use | absolute cell | macros and security | | | |
| | and link | more advanced | referencing and | measures. | | | |
| | worksheets. | functions. | what if analysis. | | | | |
| Initiation | Able to use | Able to use | Able to use PERT, | Able to use PERT, | | | |
| | SWOT to | SWOT and | SWOT and | SWOT and SMART | | | |
| | initialise a | SMART to | SMART to | effectively to initialise | | | |
| | project. | initialise a | initialise a project. | a project. | | | |
| <u> </u> | Constant | project. | Constant | | | | |
| Planning | Can produce a | Can produce an | | Can produce a detailed | | | |
| | limited Gantt | adequate | detailed Gantt | and effective Gantt | | | |
| | chart and design documentation | Gantt chart and design | chart and design documentation for | chart and design documentation for a | | | |
| | | documentation | a scenario. | scenario. | | | |
| | for a scenario. | for a scenario. | u Scendrio. | scenurio. | | | |
| Deview | Able to produce | Able to | Able to produce a | Able to produce an | | | |
| Review | a limited review | produce an | review of a | adequate review of a | | | |
| | of a project. | adequate | project and | project and | | | |
| | or a project. | review of a | demonstrating | demonstrating clear | | | |
| | | project. May | some evidence of | use of iterative | | | |
| | | show some | iterative reviews. | reviews. | | | |
| | | limited | | | | | |
| | | evidence of | | | | | |
| | | iterative | | | | | |
| | | | | | | | |
| | | reviews. | | | | | |

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|-----------------|-------------------------------|----------------------------|-------------------------------|------------------------------------|
| Κ | | | | |
| nowledge | | | | |
| Initiation | Understand | Understand | Able to | Able to explain |
| Linnarion | what a SWOT | what SMART | understand what a | SWOT, SMART and |
| | analysis. | Objectives | PERT diagram is. | PERT tools. |
| | | are. | | |
| Project phases | Able to state | Able to | Able to explain | Able to discuss the |
| | the different | describe the | the different | different project |
| | project phases. | different | project phases. | phases. |
| | | project phases. | | |
| Data | Understand | Able to | Able to explain | Able to discuss |
| Curu | that data has | describe the | the types of data. | appropriate types of |
| | different types. | types of data. | Know that data | data for scenarios. |
| | | | needs to be | Know that information |
| | | | processed to | is data which has been |
| | | | become information. | coded, structured and has context. |
| Data Collection | Able to state | Able to | Able to explain | Able to discuss the |
| Data Collection | the different | describe the | the different data | different data |
| | data collection | different data | collection | collection methods. |
| | methods. | collection | methods. | |
| | | methods. | | |
| Legislation | Able to state | Able to | Able to explain | Able to discuss the |
| | the different | describe the | the different | different legislation |
| | legislation applied to IT. | different legislation | legislation applied to IT. | applied to IT. |
| | applied to IT. | applied to IT. | 10 11. | |
| Devices | Able to state | Able to | Able to explain | Able to discuss |
| | some | describe | appropriate | appropriate devices |
| | appropriate | appropriate | devices and | and storage methods |
| | devices for a | devices for a | storage methods | for a scenario. |
| | scenario. Able to state | scenario. Able to | for a scenario. | Able to discuss social |
| Social | social | ADIE TO describe social | Able to explain the social | engineering concerns |
| Engineering | engineering | engineering | engineering | and preventative |
| | concerns. | concerns. | concerns with | measures. |
| | | | some | |
| | | | consideration to | |
| | | | preventative | |
| | | | methods. | |