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|  | **Brooke Weston Academy**  OCR Cambridge TEC (Certificate/Diploma) in IT  **Unit 12 – Website Development** | Student Name:­­­­ **Grade Awarded by:**  **Date Awarded: \_\_\_\_\_\_\_\_\_\_** Grade: PASS/MERIT/DISTINCTION |

##### Unit 12 - Assignment Checklist - DD-MM-20YY

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| **TASKS & LEVEL** | **ACTIVITIES** | | | | | | | | | | **Student**  **Staff** | |
| **LO1 - Understand web architecture and components** | | | | | | | | | | | | |
| **P1.1 – Task 1** | Describe, with evidence, the purpose and function of ISP’s for a specific client. | | | | | | | | | |  | |
| **P1.1 – Task 2** | Describe, with evidence, the purpose and functions of Web Hosting for a specific client. | | | | | | | | | |  | |
| **P1.1 – Task 3** | Describe, with evidence, what DNS and URL are and what it does in terms of securing business, naming and address management. | | | | | | | | | |  | |
| **P1.1 – Task 4** | Describe, with evidence, the different levels of Design Creation software available and the advantages and disadvantages of online vs. offline creation. | | | | | | | | | |  | |
| **P1.2 – Task 5** | Describe, what web servers do and how they work and outline the benefits and disadvantages of IIS and Apache. | | | | | | | | | |  | |
| **P1.2 – Task 6** | Describe, what email servers do and how they work and outline the benefits and disadvantages of internal vs. external server provision. | | | | | | | | | |  | |
| **P1.2 – Task 7** | Describe, what proxy servers do and how they work and outline the benefits in terms of security to a company. | | | | | | | | | |  | |
| **P1.2 – Task 8** | Describe, what a router does and how they work and outline the benefits in terms of network traffic flow to a company. | | | | | | | | | |  | |
| **P1.2 – Task 9** | Describe what a web browser does and how they work and outline the range of different choices are available for a company. | | | | | | | | | |  | |
| **P1.2 - Task 10** | Define TCP/IP and in terms of web components define the benefits of TCP/IP in constructing and Intranet and Internet presence. | | | | | | | | | |  | |
| **P1.2 - Task 11** | Define the purpose and function of Browser based email programs and define the advantages and drawbacks against internal mailing systems. | | | | | | | | | |  | |
| **LO2 - Factors that influence website performance** | | | | | | | | | | | | |
| **P2.1 – Task 1** | Explain how **User Side** factors can benefit and hinder website performance for user customer base and business functions. | | | | | | | | | |  | |
| **Connection Speed** | | **Browser** | | | | **PC Memory** | | | |
| **P2.2 – Task 2** | Explain how **Server Side** factors can benefit and hinder website performance for user customer base and business functions. | | | | | | | | | |  | |
| **Bandwidth Limitations** | **Server Storage Space** | | | | **Pages with Scripts** | | | | **Website Content** |
| **P3.1 - Task 3** | State and define the needs of companies when it comes to website security within the workplace. | | | | | | | | | |  | |
| **P3.2 – Task 4** | Describe the various types of threats to organisations, systems and data. | | | | | | | | | |  | |
| **Viruses** | **Phishing** | | | | **Identity Theft** | | | | **Piggybacking** |
| **Hacking** | **Denial of Service** | | | | | | | | **Page Jacking** |
| **P3.2 - Task 5** | You have been appointed as a network administrator to a new small bricks and clicks company. They have asked for you to create a policy document for the companies security. | | | | | | | | | |  | |
| **P3.1 - Task 6** | State and define the needs of companies when it comes to security within the workplace in terms of physical and technical. | | | | | | | | | |  | |
| **P3.2 – Task 7** | Describe the various types of threat reduction methods available to organisations, systems and data. | | | | | | | | | |  | |
| **Firewalls** | **SSL** | | | | **Digital Certificate** | | | | **Passwords** |
| **P3.3 – Task 8** | Describe the Data Protection Act and outline its importance in business society and personal liability. | | | | | | | | | |  | |
| **P3.3 – Task 9** | State what each of these stipulations means in real terms with an example. | | | | | | | | | |  | |
| **P3.3 – Task 10** | State and explain what your company needs to do to abide by the 8 stipulations above. | | | | | | | | | |  | |
| **P3.3 - Task 11** | State briefly what each condition of the Copyright and Patents Act means and then relate this back to what your company should do to prevent a breach of this law. | | | | | | | | | |  | |
| **P3.3 - Task 12** | State briefly what each condition of the **Computer Misuse Act** means and then relate this back to what your company should do to prevent a breach of this law. | | | | | | | | | |  | |
| **P3.4 – Task 13** | Create a set of Company specific guidelines on Duty of Care and specify what can be done to eliminate or reduce the threats. | | | | | | | | | |  | |
| **M1.1 – Task 14** | Using the table below compare and contrast the end client and user needs are for 2 e-commerce websites. | | | | | | | | | |  | |
| **M1.1 – Task 15** | Using the table compare and contrast the end client and user needs are for 2 promotional websites. | | | | | | | | | |  | |
| **M1.1 – Task 16** | Using the table below compare and contrast the end client and user needs are for 2 educational websites. | | | | | | | | | |  | |
| **D1.1 – Task 17** | Research the impact that 5 cases of website security breaches have had on society. Five cases should be discussed from the three categories, at least one from each category, discussing the threat, the impact on society and how the threat was resolved. | | | | | | | | | |  | |
| **LO3 - Design websites** | | | | | | | | | | | | |
| **P4.1 – Task 01** | Analyse three websites that have a similar themes, education, promotional or e-commerce, evidence and list with an explanation the recurring content within these categories. | | | | | | | | | |  | |
| **P4.1 – Task 02** | Using three poor alternatives and three international websites that have a similar theme to your 3 sites, evidence and discuss the similarities and differences in the content and design. | | | | | | | | | |  | |
| **P4.1 – Task 03** | Research current trends in web design and consider their appropriateness. | | | | | | | | | |  | |
| **P4.2 – Task 04** | Describe the purpose and benefits of using mood boards in website production and using an existing e-commerce website, design 3 Mood boards to describe the path to Checking out, Finding Support and Researching product information and comparison. | | | | | | | | | |  | |
| **Checking Out** | | **Finding Support** | | | | **Researching product information and comparison** | | | |
| **P4.2 – Task 05** | Describe the purpose and benefits of using a navigation map in website production and using an existing e-commerce website describe and create a navigation map of its products and services. | | | | | | | | | |  | |
| **P4.2 – Task 06** | Describe the purpose and benefits of using a **House style Page** and **Style sheet** in website production and using an existing e-commerce website describe and create a house style diagram of its main user pages. | | | | | | | | | |  | |
| **P4.2 – Task 07** | Describe the purpose and benefits of using a **Storyboards** in website production and using an existing e-commerce website describe and create a storyboard design of its main user pages. | | | | | | | | | |  | |
| **P4.3 – Task 08** | Describe the **purpose**, **audience** and **user needs** for your website proposal. | | | | | | | | | |  | |
| **Security Needs and Costs** | | | **Purpose** | | | | | **Audience** | |
| **M2.1 – Task 09** | Describe the **Multimedia Content and Interactive Features** that will need to be included to meet the audience needs and how their inclusion will meet the identified user’s needs. | | | | | | | | | |  | |
| **P4.3 – Task 10** | Create an action plan explaining exactly what you intend to do and when | | | | | | | | | |  | |
| **M2.2 – Task 11** | Create an action plan explaining critically comments and feedback on the completed task with suggested improvements. | | | | | | | | | |  | |
| **P4.3 – Task 12** | Create 3 mood boards explaining how you intend for your customers to navigate from the home page to **checkout or booking**, to **user support** and to **search results**. | | | | | | | | | |  | |
| **M2.2 – Task 13** | Create a critical path and alternative set of connections on the mood boards to allow the user to determine their own solution | | | | | | | | | |  | |
| **P4.3 – Task 14** | Create a **Site Map** for your website design. For each page you need to describe its purpose and what it will contain to meet that purpose. | | | | | | | | | |  | |
| **M2.3 – Task 15** | Describe in detail each page’s purpose and what multimedia content it will contain to meet that purpose and audience. | | | | | | | | | |  | |
| **P4.3 – Task 16** | Illustrate and explain the house style for your website | | | | | | | | | |  | |
| **M2.4 – Task 17** | Illustrate and explain the house style for your website in detail outlining all features that are consistent on every page. | | | | | | | | | |  | |
| **P4.3 – Task 18** | Describe in detail the Multimedia features you plan to include in your website. Explain how this will benefit the target audience. | | | | | | | | | |  | |
| **P4.3 – Task 19** | Describe a detailed sketch diagram of how each page is going to look like with the House Style identified. | | | | | | | | | |  | |
| **LO4 - Be able to create websites** | | | | | | | | | | | | |
| **P5.1 – Task 01** | Using examples, explain the purpose and function of CSS coding and the benefits to website designers of CSS inclusion. | | | | | | | | | |  | |
| **P5.2 – Task 02** | Evidence the creation the CSS stylesheet for your website that includes all the elements specified on your House style document. | | | | | | | | | |  | |
| **Font, size and Colour** | **Logo Inclusion** | | | | **Navigation**  **Buttons** | | | | **Background Colour** |
| **Site map** | **Accessibility Features** | | | | **External Linking Colours** | | | | **Saving and attaching the CSS** |
| **M3.1 – Task 03** | Evidence setting up and including the database login options for the user accounts on the Stylesheet. | | | | | | | | | |  | |
| **P5.3 – Task 04** | Evidence converting and inserting an appropriate range of multimedia content onto your pages. | | | | | | | | | |  | |
| **Links – Internal or External** | | | | **Images** | | | **Functionality – Forms – including Mailto, Buttons, Labels, Drop Down Menu, etc...** | | |
| **Range of Media – Flash, Flash Buttons, Rollover Images, Hotspots, Sound, Video etc...** | | | | **Marquee** | | | **JavaScript** | | |
| **M3.2 – Task 05** | Create a production test table that test at least 6 production elements. These need to be evidenced during the process and changes made should be made to the CSS and evidenced on the active site. | | | | | | | | | |  | |
| **P5.4 - Task 06** | Check your web pages for errors and use a spell check | | | | | | | | | |  | |
| **P5.5 - Task 07** | Evidence the completion of your web pages within a **browser** | | | | | | | | | |  | |
| **D2.1 – Task 08** | Test the completed website using a detailed test plan/table testing each page of the website. Appropriate tests should be included that cover the **functionality**, **readability**, **usability** and **accessibility** of the website | | | | | | | | | |  | |
| **D2.2 – Task 09** | Conduct and collect Peer feedback with the aim of identifying good and bad features and identifying possible improvements. | | | | | | | | | |  | |
| **D2.3 – Task 10** | Using this feedback and through testing, suggest potential improvements which will benefit the target audience and business needs. Identify how these improvements could be carried out. | | | | | | | | | |  |  |