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|  | OCR Cambridge TEC (Introductory Diploma) in IT Spec 2016  **Unit 2 – Global Information (Exam unit)**  **L01 : Understand where information is held globally and how it is transmitted** | Student Name:­­­­ \_\_\_\_\_\_\_\_\_\_\_ **Grade Awarded by: \_\_n/a\_\_**  **Date Awarded: \_\_\_\_\_n/a\_\_\_** Grade: PASS/MERIT/DISTINCTION |

##### Unit 02 LO1 – Personalised Learning Checklist

*Note : This LO is worth 10 – 20%*

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| **Topic** | **ACTIVITIES** | | | | | | | | | | | | | | | | **Secure?** |
| **1.1**  **HOLDERS OF INFORMATION** | Produce a **TABLE** that IDENTIFIES the different HOLDERS of INFORMATION, their CATEGORY and LOCATIONS. | | | | | | | | | | | | | | | |  |
| **Categories of holders (**individual citizens, businesses, educational institutions, governments, charities, healthcare services and community organisations) | | | | | | | | | **Location** (eg. Developing country, developed country, urban, rural, home, workplace) | | | | | | |  |
| **Comparison of technologies available** | | | | **Understand the ACCESS ISSUES to INFORMATION across the GLOBAL DIVIDE** (Eg. Between developed and developing countries) | | | | | | | | | | | |  |
| **1.2**  **TYPES OF INFORMATION STORAGE MEDIA** | Produce a **TABLE or MINDMAP** that IDENTIFIES different TYPES of INFORMATION STORAGE MEDIA, DEVICES and CHARACTERISTICS. | | | | | | | | | | | | | | | |  |
| **Paper** (eg. Forms, handwritten notes, maps, telephone directories) | | | | **Optical media** (eg. CD and DVD) | | | | | **Magnetic media** (eg. Magnetic hard drives and tapes) | | | | **Solid State Media** (eg. SSD hard drives, memory cards) | | |  |
| **Characteristics of each Storage Media** | | | | **Purpose of each Storage Media** | | | | | **Advantages of both media & devices *in a given context*** | | | | **Disadvantages of both media & devices *in a given context*** | | |  |
| **1.3**  **TYPES OF INFORMATION ACCESS & STORAGE DEVICES** | Produce a **TABLE or MINDMAP** that IDENTIFIES different types of INFORMATION ACCESS and STORAGE DEVICES | | | | | | | | | | | | | | | |  |
| **Handheld device (**eg. Small tablet, smart phone, wearable device, eBook readers) | | | | **Portable devices** (Eg.Laptop, large tablet) | | | | | **Fixed devices (**eg. Desktop computer, smart TV, games consoles) | | | | **Shared devices (**eg. Database server, data centre, cloud storage devices) | | |  |
| **Characteristics** | | | | **Purpose** | | | | | **Advantages** | | | **Disadvantages** | | | |  |
| **1.4**  **THE INTERNET** | Produce a **TABLE or MINDMAP** that explains what INTERNET is and the CHARACTERISTICS of INTERNET CONNECTIONS. | | | | | | | | | | | | | | | |  |
| **Internet IS A NETWORK of interconnected networks, spanning the world** | | | | | | | | | **TYPE of Internet Connections** (eg. Copper-cable, optical-fibre, satellite, microwave, mobile data networks) | | | | | | |  |
| **CHARACTERISTICs of INTERNET CONNECTIONS** (eg. Speed, range[Distance], storage capacity) | | | | | | | | | | | | | | | |  |
| **1.5**  **WORLD WIDE WEB (www) TECHNOLOGIES** | Produce a **TABLE or MINDMAP** that IDENTIFIES different TYPES of WWW technologies and their CHARACTERISTICS | | | | | | | | | | | | | | | |  |
| **TYPES OF NETWORK that USE WWW SOFTWARE** | | | | | | | | | | | **Comparison of networks** (eg. Suitability for given USEs, ISSUES related to ACCESS to the network) | | | | |  |
| **INTERNET (**eg. Public, open access) | **INTRANET** (eg. Private, closed access) | | | | **EXTRANET** (eg. Private, part shared access) | | | | | |  |
| **CHARACTERISTICS** of Networks | | | | | | | **PURPOSE** of Networks | | | | | | | | |  |
| **Understanding of the PURPOSE of the different TECHNOLOGIES in a VARIETY of CONTEXTS.** | | | | | | | | | | | | | | | |  |
| **1.6  INFORMATION FORMATs used on WWW** | Produce a **TABLE or MINDMAP** that IDENTIFIES the different FORMATS used on the WWW | | | | | | | | | | | | | | | |  |
| **Webpages** (static and dynamic) | | | | **BLOGS** | | **PODCASTs** | | | | | **STREAMED AUDIO and VIDEO** (eg. Internet radio, catch-up TV) | | | | |  |
| **Social Media Channels** (EG. Twitter, LinkedIn, Discussion boards) | | | | | | **Document stores (upload and download)** | | | | | **RSS feeds (**purpose, accessibility) | | | | |  |
| **Purpose of INFORMATION FORMAT** | **JUSTIFICATION of the ACCESSIBILITY of each format** *to meet the needs of different information holders.* | | | | | | | | | **Advantages** *of the WWW to different Information holders.* | | | | | |  |
| **Disadvantages** *of the WWW to different Information holders.* | | | | | |
| **1.7**  **ADVANTAGEs OF WWW** | Produce a **TABLE** that IDENTIFIES the ADVANTAGES of WWW to individuals and organisations. | | | | | | | | | | | | | | | |  |
| **Advantages of WWW for INDIVIDUALS EG…🡺** | | **SPEED** of personal communication | | | | | | **EASY ACCESS** TO LARGE AMOUNTS OF INFORMATION FOR RESEARCH | | | | | | **24/7 ACCESS** TO INTERNET BANKING | |  |
| **Advantages of WWW for ORGANISATIONS EG.==>** | | **SHARE** LARGE AMOUNTS of INFORMATION QUICKLY between different countries | | | | | | | | | | | | CHARITY WEBSITES ACCEPTING DONATIONS 24/7 | |  |
| **1.8**  **DISDVANTAGEs OF WWW** | Produce a **TABLE** that IDENTIFIES the DISADVANTAGES of WWW to individuals and organisations. | | | | | | | | | | | | | | | |  |
| **Disadvantages of WWW for INDIVIDUALS EG…** | | | **Potential for IDENTITY THEFT** | | | | | | | **COST for DATA CONNECTION** | | | | | |  |
| **Disadvantages of WWW for ORGANISATIONS EG…** | | | **THREATS caused by MALICIOUS ATTACKS** | | | | | | | **COST OF maintaining websites** | | | | | **COST of data stores** |  |