

Student Name:

Computing & IT Summer Activity

Issue Date: July 2020

Due Date: 4th September 2020

Part 1:

To help you with the tasks use the following guide:

Describe	Giving an account of something including a series of features/points/trends/factors.
Explain	Provide sufficient detail and/or understanding in responses. Learners use linkage words such as 'therefore', 'so that' and 'because' to expand on the initial point made.

Question 1

All students are given the opportunity to have access to a wiki as a method of collaborating together.

Describe one benefit and one drawback of using a wiki as a collaborative tool.



Benefit
Drawback

Question 2

Explain how a firewall is used to protect data on a computer system?



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Question 3

Explain how the following tools and techniques would be used in the development of a design for a client website.

Storyboards
Mood boards
Wireframes
Site maps



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Question 4

Explain the features, use and purpose of the following network topologies.

PAN
LAN
WAN
VPN



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Question 5



Explain the impact of the following on IT systems and give real life examples.

Virus or malware
Hackers
Phishing

Question 6



Describe how the following legal issues relate to the use of IT systems.

Computer Misuse Act 1990
Data Protection legislation
Copyright, Designs & Patents Act 1988

Attributes

Job Specific Attributes

What is **Technical knowledge**?

Give an example of technical knowledge.

Why is technical knowledge valued by employers within the workplace?

What is **Working procedures and systems**?

Give an example of working procedures and systems.

Why is working procedures and systems valued by employers within the workplace?

What is **Health and Safety**?

Give an example of health and safety.

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Why is health and safety valued by employers (and employees) within the workplace?

General Attributes

What are **Planning and organisational skills**?

Give an example of using planning and organisational skills.

Why are planning and organisational skills valued by employers within the workplace?

What is **Time management**?

Give an example of using time management skills.

Why are time management skills valued by employers within the workplace?

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What is **Team working**?

Give an example of working in a team.

Why is team working valued by employers within the workplace?

Attitudes

What is **Determined**?

Give an example of being determined to complete something.

Why is determination valued by employers within the workplace?

What is **Independent**?

Give an example of working Independently.

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Why is independent skills valued by employers within the workplace?

What is **self-motivation**?

Give an example of being self-motivated to complete and achieve something.

Why is self-motivation valued by employers within the workplace?

Part 2 - Learning outcomes

Completing this activity will contribute to your ability to:

- Reflect on what employers are looking for
- Preparation for interviews while on the course

Scenario:

You will shortly be joining Shrewsbury Colleges Group within the IT and Computing environment, so you have some idea on where you see your future career developing. In order to help you to channel your efforts, we would like you to start preparing your journey.

Task One: (Deadline by: 4th September 2020)

You have been invited for an interview as a trainee IT professional. To help prepare for the interview, you have decided to create a table explaining the employee attributes that employers are looking for and the reasons why employers value them. Complete the following table answering each question clearly.

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References and Links:

Part 1

Question 1:

<https://en.wikipedia.org/wiki/Wiki>

Question 2:

<https://www.youtube.com/watch?v=kDEX1HXybrU>

Question 3:

<https://en.wikipedia.org/wiki/Storyboard>

<https://belmarketingdesignstudio.com/planning-for-success-5-reasons-why-you-should-create-a-mood-board/>

<https://www.experienceux.co.uk/faqs/what-is-wireframing/>

Question 4:

<https://www.bbc.co.uk/bitesize/guides/z36nb9q/revision/1>

https://www.youtube.com/watch?v=4_zSIXb7tLQ

https://www.youtube.com/watch?v=gX1nM_p0m0I

Question 5:

https://www.insightsforprofessionals.com/it/security/types-of-security-threat?gclid=CjwKCAjwguzzBRBiEiwAgU0FT7gA09zwh-c-ReH1bz0siUzBQj_2XozZlvXFJvl4uE7HD2QjgL5qdhoCK3cQAvD_BwE

Question 6:

<https://www.bbc.co.uk/bitesize/guides/z8m36yc/revision/5>

<https://www.experian.co.uk/business/glossary/data-protection-act/>

https://copyrightservice.co.uk/copyright/uk_law_summary

Employability Attributes:

https://7dimensions.com.au/index.cfm?fuseaction=ses.10_Employability_Attributes_and_Skills