

**UNIT TITLE:** Select and Use ICT for Access  
**LEVEL:** Two  
**CREDIT VALUE:** 3  
**NOCN UNIT CODE:** CN1/2/NO/003  
**ACCREDITED UNIT NO:**

This unit has 3 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
<b>The learner will:</b>	<b>The learner can:</b>
1. Prepare to carry out ICT tasks. (MSU2) <sup>1</sup>	1.1 Identify the ICT tasks which need to be carried out for a stated purpose. 1.2 Collect and organize information needed for the tasks. 1.3 Choose appropriate ICT tools for the tasks. 1.4 Explain the choices made
2. Carry out tasks using ICT. (MSU2)	2.1 Use at least three ICT tools to complete the tasks. 2.2 Complete the tasks to meet the stated requirements.
3. Review the use of ICT. (MSU2)	3.1 Discuss how effective the use of ICT was in achieving the tasks.

© NOCN 2007

---

<sup>1</sup> E-skills ITQ

© NOCN 2007

**UNIT TITLE:** Select and Use ICT for Access  
**LEVEL:** Two  
**CREDIT VALUE:** 3  
**NOCN UNIT CODE:** CN1/2/NO/003  
**ACCREDITED UNIT NO:**

**ASSESSMENT INFORMATION**

**Guidance:**

This grid gives details of the assessment activities to be used with the unit attached. Please refer to the NOCN Centre Handbook for definitions of each activity and the expectations for assessment practice and evidence for moderation.

**The assessment activities for this unit are indicated in the table below:**

**Key:** **P = Prescribed** – this assessment method *must* be used to assess the unit.  
**O = Optional** – this assessment method *could* be used to assess the unit.

Case study	O	Project	O
Written question & answer/test/exam		Role play/simulation	
Essay		Practical demonstration	O
Report	O	Group discussion	O
Oral question and answer	O	Performance/exhibition	O
Written description	O	Production of artefact	O
Reflective log / diary	O	Practice file	O

**Signposting Key Skills**

This unit offers clear opportunities for learners to provide evidence of achievement in Key Skills achievement in the following skill area/s:

Key Skill		Wider Key Skill	
Communication		Working with others	
Information Technology		Problem solving	
Application of Number		Improving Own Learning and Performance	