

**GENERAL CERTIFICATE OF SECONDARY EDUCATION**

**INFORMATION AND  
COMMUNICATION TECHNOLOGY  
SPECIFICATION B (1995)**

**2380/1/&2/PRE**

Unit 4: Externally Set Test (Paper 2)

**PRE-RELEASE MATERIAL – NOTES FOR GUIDANCE**

**For use in preparation for Examination Sessions January and June 2010**



**INFORMATION FOR CANDIDATES**

- This document consists of 4 pages. Any blank pages are indicated.

## Notes for Guidance

### Teachers

Candidates are allowed to take their own notes into the examination room. You may support and guide them but the research they take into the examination room must be their own work.

The notes they take into the examination room must **not** contain comments or marking by the teacher.

- Unit 4 is an examination paper in two tiers that will assess sections **5.3**, **5.4** and **5.5** of the specification.
- Candidates must also be fully conversant with the knowledge outlined in Unit 1: Core knowledge underpinning the use of ICT.
- It is unlikely that candidates who have not carried out the practical work associated with Unit 2 and Unit 3 will have gained sufficient insight into the application of ICT systems to successfully attempt this assessment.
- Candidates may be given the pre-release material at any point, but it must be given to them **at least four weeks** before the examination.
- Candidates can be given support and advice in the interpretation of the materials and the use of ICT in the content identified.
- Candidates do not have to be directly supervised while they are researching or producing work in response to the pre-release materials.
- Flow chart stencils should be available to candidates for use during the examination.
- Teachers should check that materials taken into the examination are appropriate and comply with the 'Regulations for the Conduct of Examinations'.

**NOTE:** Where examination questions relate to the pre-release research activities, candidates will only be awarded marks when they answer the question asked.

Materials taken into the examination must not be attached to or submitted with the answer booklet.

### Candidates

You may take your **own** notes into the examination room. This will normally consist of four A4 sheets. Remember you should not just quote from your notes. Your notes are there to help and guide you. Marks will be awarded for correctly answering the questions set.

The research sheet is provided to help you to structure your notes. The examination papers do not have specific questions on all the content outlined in the research sheet, however following the research sheet will help you to revise the correct areas covered by the examination papers.

- You may take a flow chart stencil into the examination room.
- Textbooks are **not** allowed in the examination room.

**Pre-release 2010**

EnviroMax is an international company that provides advice to ICT companies on how to minimise their effects on the environment. The company is pioneering what it calls Green Computing.

As a responsible company EnviroMax is guided by the following principles

- We have a responsibility to protect the environment
- We minimise environmental damage, taking steps beyond that which is required by law
- All of our employees are trained to act responsibly towards the environment

The company promotes the use of a wide range of energy-saving products and methods. Employees are encouraged to work from home.

You will need to explore:

- environmental issues concerned with the growing use of ICT
- the types of hardware and its configuration
- company computer purchasing and disposal policy
- monitoring and control systems and their effects upon efficiency and the environment
- communication methods and the equipment needed
- use of different types of computer systems
- LAN and WAN networks and connection to the internet
- use of flowcharts
- types of software and its configuration
- research methods and searching for information using ICT
- The Data Protection Act and company policy
- health and safety issues relating to ICT use
- operating systems, GUI
- types of graphic formats and file types
- efficient website design and user interfaces aimed at reducing potential health problems
- databases, the capture of data and prevention of data entry errors
- the use of macros
- methods of maintaining data security and relevant ICT legislation.

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