

# Pre-entry Advice & Guidance Level 1 in Computer Technology



# About this Pre-entry Advice and Guidance.

This guidance will provide you with:

1. Course information – including what you will learn and how you will be assessed
2. Course entry requirements
3. Progression pathways – future learning and/or employment
4. Your next steps

This guidance should help you decide if this is the right course for you.

# Course Information

**Course Title**

**Level 1 Diploma in  
Computer Technology**

**Level**

**1**

**Awarding Body**

**City and Guilds**

**Duration**

**2/3 years**

**Course entry  
requirements**

**None**

# Course Title

**Level 1 Diploma in Computer Technology**

# Content

- Install necessary hardware components to suit the needs of customers
- Install and update necessary software to systems including operating systems and security software
- Carry out preventative procedures on ICT systems
- Resolve faults through a range of remedial activities
- Maintain small networks within an organisation
- Provide technical advice and guidance for clients and customers
- Be able to apply practical skills to safely carry out hardware installations.
- Use the correct tools and procedures to carry out a range of remedial and preventative activities to solve common faults within systems.
- Gain basic knowledge & understanding required to safely install & maintain components in networking.
- Gain basic knowledge of common types of threats to ICT systems, data & methods of protecting against them.
- Plan for and build basic websites using HTML5 and CSS3 and maintain and update web content.
- Know how to identify different types of customers and their requirements.
- Understand the appropriate conduct for a

# How is the course assessed?

This course is assessed by a mixture of practical competence and completion of practical workshop portfolio and online exams.

# Progression

Progression from Level 1 is through to Level 2 and then to App NI.

# Additional Info

## Additional Support

Additional support is available for you in class and for exams if you have a confirmed disability, learning difficulty or long-term medical condition.

You just need to fill out a form and you will be referred to Ability Action for support.

## Essential Skills

OCN qualifications available in: Literacy and Numeracy at Entry Level, Level 1 and Level 2 and in ICT from Level 1 to Level 2. Compulsory component of your course if you do not have a GCSE Grade C in English and Maths. Essential Skills Level 2 is comparable to GCSE Grade C.

## What do students say about the course?

"My work experience was amazing I enjoyed everything that I did and I tried to give my all while working, I learnt many new things about IT and technology and I feel that it has shown me what it's like to work in a team and what's expected of a person working in the IT field".

Warren Morrison - Computer Technology Student

## What do employers say about the course?

Warren and Patrick were enthusiastic and hard working, they engaged positively with staff, showed excellent team working skills, had a positive attitude & willingness to assist their colleagues. Both showed broad IT knowledge & willingness to learn".

The school is very appreciative of the important contribution they made particularly for their hard work refurbishing a new computing lab of 80 Pc`s including assisting with Windows deployments, software installs & physical set ups. Thanks to the efforts of Patrick and Warren the school was able to deliver the lab by the start of term".

Chris Brown - Queens University Belfast

# What Happens next?

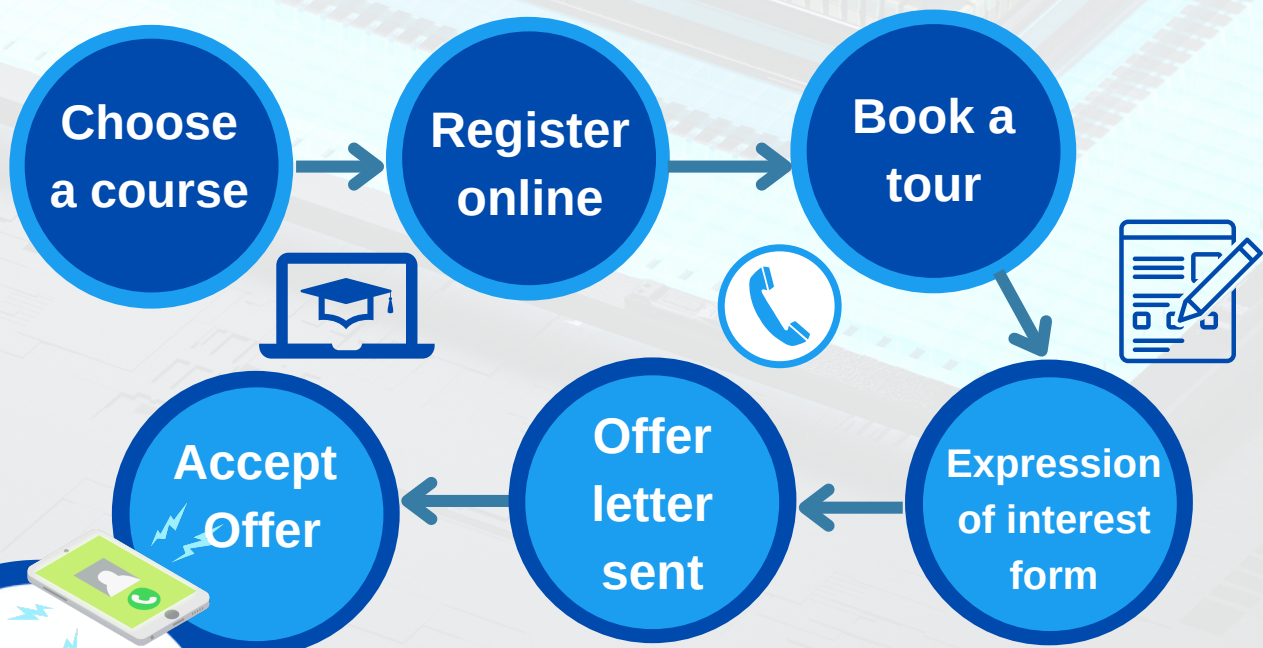
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Then simply contact us to confirm that you are accepting your place on our course.



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