City & Guilds

5220-520 FEBRUARY 2018
Level 2 Technical Award in Digital Technologies
Level 2 Technical Award in Digital Technologies – Theory Exam

If provided, stick your candidate
barcode label here.

Tuesday 27 February 2018
09:30 – 12:00

Candidate name (first, last)

First

Last

Candidate enrolment number   Date of birth (DDMMYYYY)   Gender (M/F)

Assessment date (DDMMYYYY)   Centre number   Candidate signature and declaration*

• If any additional answer sheets are used, enter the additional number of pages in this box. ➡ 0 0
• Please ensure that you **staple** additional answer sheets to the **back** of this answer
  booklet, clearly labelling them with your full name, enrolment number, centre number
  and qualification number in BLOCK CAPITALS.
• All candidates need to use a **black/blue pen. Do not** use a pencil or gel pen.
• If provided with source documents, these documents **will not** be returned to City & Guilds,
  and will be shredded. **Do not** write on the source documents.
***I declare that I had no prior knowledge of the questions in this assessment
and that I will not divulge to any person any information about the questions.**

General instructions
• The marks for questions are shown in brackets.
• Answer **all** questions.
• Answer the questions in the spaces provided. Answers written in margins
  or on blank pages will **not** be marked.
• Cross through any work you do not want to be marked.
• Write all your working out and answers in this booklet.

1   State the file extension associated for **each** of the following applications.
    •   Adobe Photoshop.
    •   Microsoft Excel.   (2 marks)

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2   State **two** types of storage media that can be used to store data.   (2 marks)

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3   Describe **three** types of networks that are commonly used in a business environment.   (6 marks)

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4   Describe a function of **each** of the following network devices.
     •   Router.
     •   Switch.   (4 marks)

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5   Describe **three** personal risks associated with digital engagement.   (6 marks)

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6   State **two** mobile technologies that can be used to send information to a
target audience.   (2 marks)

7   State **two** risks associated with the use of digital communication.   (2 marks)

8   Describe the use of **three** applications that can be used to create digital content
for communication.   (6 marks)

9   Describe **two** offences under the Computer Misuse Act (1990).   (4 marks)

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10 State **four** considerations when designing webpages.   (4 marks)

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11   Describe **each** of the following file formats.
- .RAW
- .EPS
- .MP4   (6 marks)

12   Describe **three** methods that can be used to ensure that a website is accessible.   (6 marks)

13   Describe **two** considerations that can be taken into account when incorporating
     Video as part of a website.   (4 marks)

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14   State **four** types of monitoring that can be used to gather data on individuals.   (4 marks)

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15   Describe **two** considerations that can be taken into account when designing and
     implementing a relational database.   (4 marks)

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16   A small company would like to gather information regarding its customers to help refine their services. This information will be stored in a relational database for analysis and reporting.

Discuss how the data can be gathered and stored.   (9 marks)

17   A small organisation currently uses a word processing package to create their text based newsletter, which is distributed by hand. They are looking at ways to improve the content of their newsletter.

Discuss how they can improve their newsletter.   (9 marks)

End of assessment