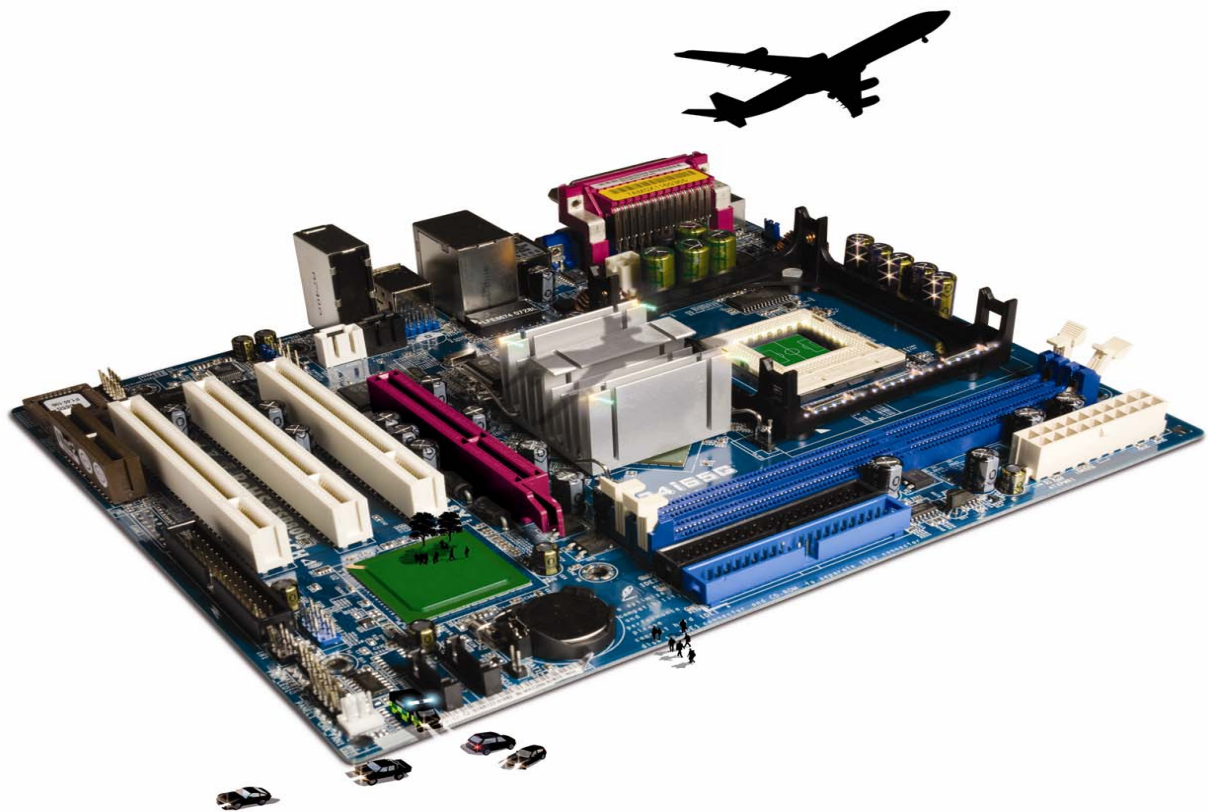


Start IT (iTQ) Using the Internet (4249-007)

Assignment guide for Candidates

Assignment A

QCA Ref: F/502/0171



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Using the Internet (4249-007) Assignment A

Introduction – Information for Candidates

About this document

This assignment comprises **all** of the assessment for Using the Internet (4249-007).

Health and safety

You are responsible for maintaining the safety of others as well as your own. You are asked to work safely at all times.

You will **not** be allowed to continue with an assignment if you compromise any of the Health and Safety requirements.

Time allowance

The recommended time allowance for this assignment is **one hour**.

Using the Internet (4249-007)

Candidate instructions

You are advised to read **all instructions** carefully before starting work and to check with your assessor, if necessary, to ensure that you have fully understood what is required and complete the tasks in the order given.

Time allowance: one hour

Assignment set up:

This assignment is made up of **two** tasks

- Task A - Using the Internet to find travel information
- Task B - Knowledge and understanding required when using Internet

Scenario

You are planning on going to see a friend and would like to use the Internet to look up coach times. You have also been asked to answer some questions as part of a survey.

Read all of the instructions carefully and complete the tasks in the order given.

Task A – Using the Internet to find travel information

- 1 Turn your computer on and ensure that the printer is on.
- 2 Log into your work area.

Connect to the Internet and open a Browser.

- 3 Change the **Home Page** to **www.cityandguilds.com**
If required you can use the Help facilities for guidance.

On the **Answer Sheet**, provided by your assessor, type or write, the name of the original **Home Page**.

- 4 Select a search engine and write, or type, the name of the search engine on your **Answer Sheet**.
- 5 Using the search engine you have chosen search for any **national** or **local bus company**.

Ask your assessor to look at your search results.

- 6 Go to **www.nationalexpress.com** and enter the details below:

- From: London
- To: Nottingham
- One way
- Tomorrow morning (am)

Run the search.

- 7 Print the page showing the results of your search.
- 8 Add the Web Page to your **favourites** and show your tutor.

Task B – Knowledge and understanding required when using Internet

Use the **Answer Sheet** on the next page to answer the questions.

Note: If you would like to answer the questions electronically you should ask your assessor to provide you with the file. Save the file with the name **Answers**.

Continued over ...

Start IT Using the Internet (4249-007)

Candidate Answer Sheet

Name:

Date:

Answer the following questions, you may complete them electronically or by hand. You can choose the correct answer by using a tick, or bold for example.

A3

A4

B1 Identify **two** methods of connecting to the Internet.

B2 Give an example of why you might change the settings of your Browser.

B3 Which law do you need to be aware of when downloading images or music on the Internet?

B4 List **two** threats to security of information when using the Internet?

B5 One of your work colleagues asks you for your password because they have forgotten theirs. Do you give it to them?

a Yes

b No

B6 You are contacted by someone claiming to be from a company. They say they have to verify your account and ask for your bank card details.

Should you give them the details?

a Yes

b No

Hand this sheet to your Assessor once you have completed it. Don't forget to put your name on it!

Note

- At the conclusion of this assignment, hand all paperwork and any removable media to the test supervisor.
- Ensure that your name is on any removable media and all documentation.
- If the assignment is taken over more than one period, all removable media and paperwork must be returned to the test supervisor at the end of each sitting.

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