Level 1 Using mobile IT devices (UMD 7574-110)

ITQ (QCF)
Assignment guide for Candidates
Assignment B

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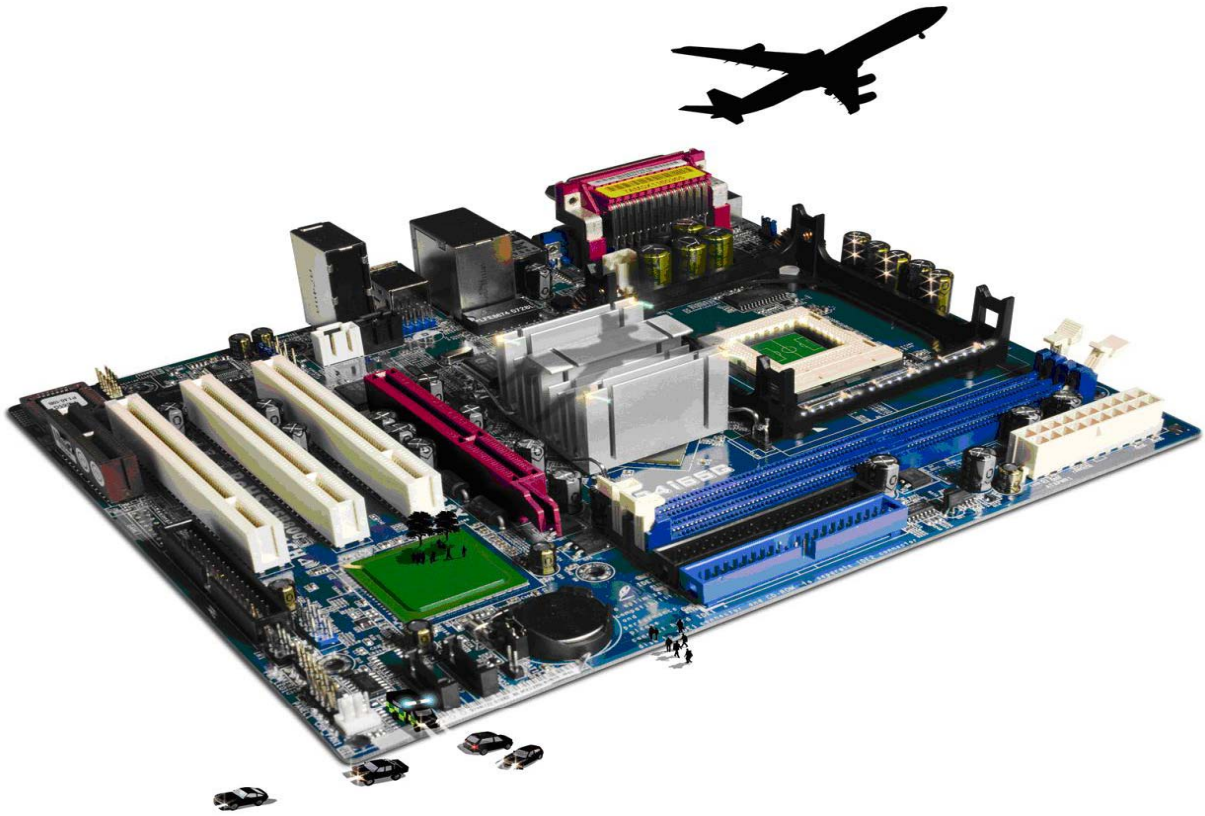
June 2010
Version 1.0



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Assignment B
Introduction – Information for Candidates

About this document
This assignment comprises all of the assessment for Level 1 Use mobile IT devices (UMD7574-110).

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 and a half hours**.

Level 1 Using mobile IT devices (UMD 7574-110)
Candidate instructions

Time allowance: One and a half hours

The assignment:

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

- Task A - Setting up a mobile device
- Task B - Using features
- Task C - Further document layout
- Task D - File update

Scenario

You have recently bought a new SmartPhone and have been exploring what it can do. A friend is thinking of buying a new phone and has asked you to demonstrate yours as they are thinking of buying the same one.

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

Task A – Setting up a mobile device

1 Use your password/passcode to access your mobile device.

On the **Answers** document provided by your assessor give **one** example of the importance of using a password/passcode.

2 Set a new password/passcode on the device. Make a note of the password/passcode on your **Answers** document and turn the mobile IT device off.

Ask your Assessor to check that they can access your device using the new password/passcode.

3 Demonstrate how to edit the **Owner Information** so that is shows your name, contact number and e-mail address.

Continued over…

4 On your **Answers** document, check and note the name of the background used on the device.

Change the display theme on the background of your device and note the new name on your **Answers** document.

5 Set the date and time to show on the start screen of the device.

6 Set up a new folder on your device called **EXAMPLE PICS**.

Task B – Using features

1 Add the following events to your mobile device calendar feature:

Two weeks from today – Club meeting at 7.30 pm.

Set a reminder for this event for one day before the event.

Demonstrate to your assessor how to change the view of the calendar.

Close the application.

2 Open an application that you can use for making notes/tasks. Add the following as a new note/task:

Remember to take the DVDs to the Club Meeting

Close the application.

3 Add the following as a contact in the device.

Name is **C&Gtest** mobile number is _____ (provided by Assessor).

4 Take a picture with the camera on your device and save it in the new folder that you created earlier called **EXAMPLE PICS**.

Continued over…

Task C – Sending information

1 Send a message to the number provided by your assessor to confirm that you will be attending the Club Meeting on (give the same date that you used in the calendar) and that you will bring some DVDs.

Make sure that your message uses suitable netiquette.

2 Find and send/transfer the picture that you took earlier to your assessor using a suitable connection. Use a different method to sending via text.

3 On your **Answers** document note the type of secure connection you used to send the picture and explain the difference between sending data via text and via a secure connection.

4 You will receive a message from your tutor – read and respond using text messaging.

5 On your **Answer** document answer the following questions:

a) Note two other applications on your device that you have not demonstrated today, and explain what they are used for.

b) What law has to be considered when downloading images or music to a mobile device?

c) What sort of personal information do you need to keep secure?

d) Name **two** common problems can occur when using a mobile device and explain what causes them.

e) Where could you get help from if you could not resolve a problem yourself?

f) Give an example of how you can help maintain the performance of your device?

When you have finished working:

- Sign each document above your name and label all removable storage media with your name.
- Hand all paperwork and removable storage media to your assessor.

If the assignment is taken over more than one period, all paperwork and removable media must be returned to the test supervisor at the end of each sitting.

End of assignment

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