



Log in to *SUCCESS*

with our innovative IT qualifications



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USERNAME: OCR IT  
PASSWORD: SUCCESS_
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OCR is the UK's leading awarding body for IT

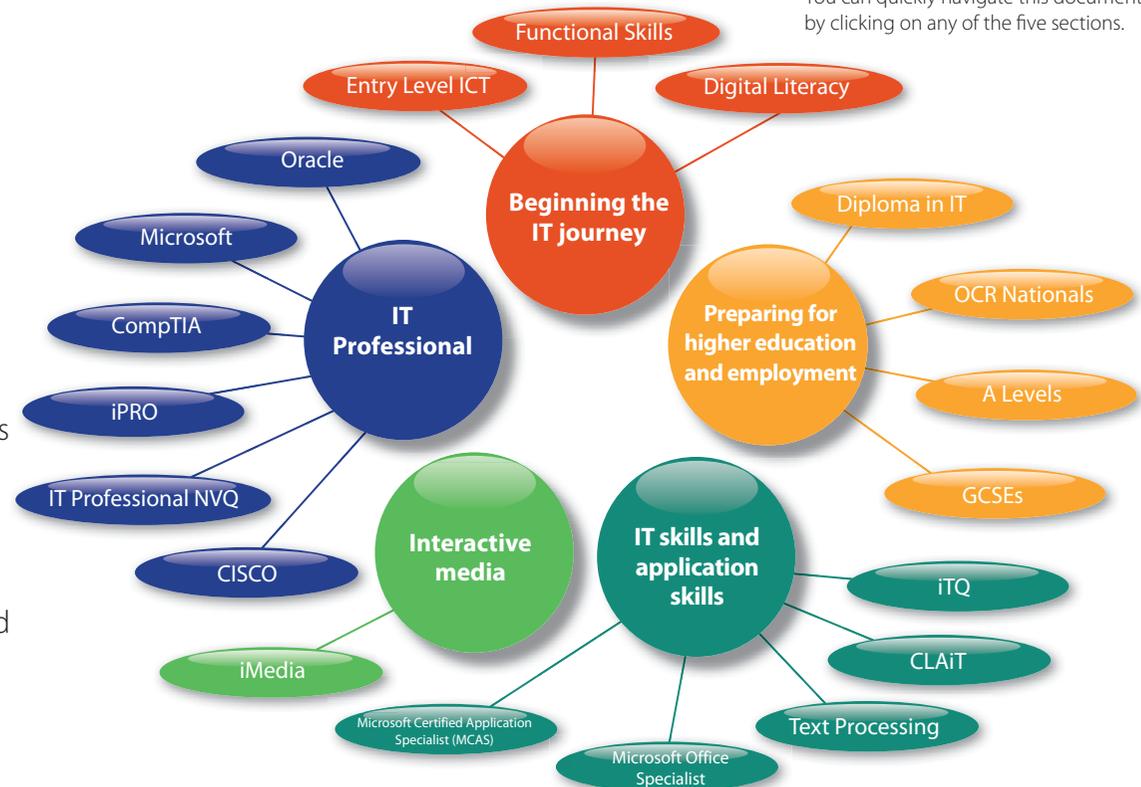
Our qualifications have been developed for all ages and abilities and offer a wide choice of ways in which to develop highly sought-after information technology (IT) knowledge and skills – whether learners are looking for IT skills for the workplace or skills for everyday life, we have qualifications that can help.

With our IT qualifications, learners find out more about today's IT technologies and how to apply them to their situation. Most importantly, they gain qualifications that employers, colleges and universities recognise and value.

This brochure gives you more detailed information on all our IT qualifications from Entry Level and GCSEs through to OCR Nationals and A Levels.

The OCR family of IT qualifications

You can quickly navigate this document by clicking on any of the five sections.



For further information on the OCR family of IT qualifications, including unit content, assessment criteria and supporting materials, call us on 01223 553998 or visit www.ocr.org.uk

Beginning the IT journey

OCR Entry Level Award in Using ICT (Entry 3)

This is a hands-on course, which teaches individuals of any age how to use a range of software packages through practical and realistic tasks. Learners have the chance to develop their knowledge and understanding – and, most importantly, their skills. The areas covered in this qualification are:

- Displaying information
- Searching for information
- Communicating information
- Producing graphs from numerical information.

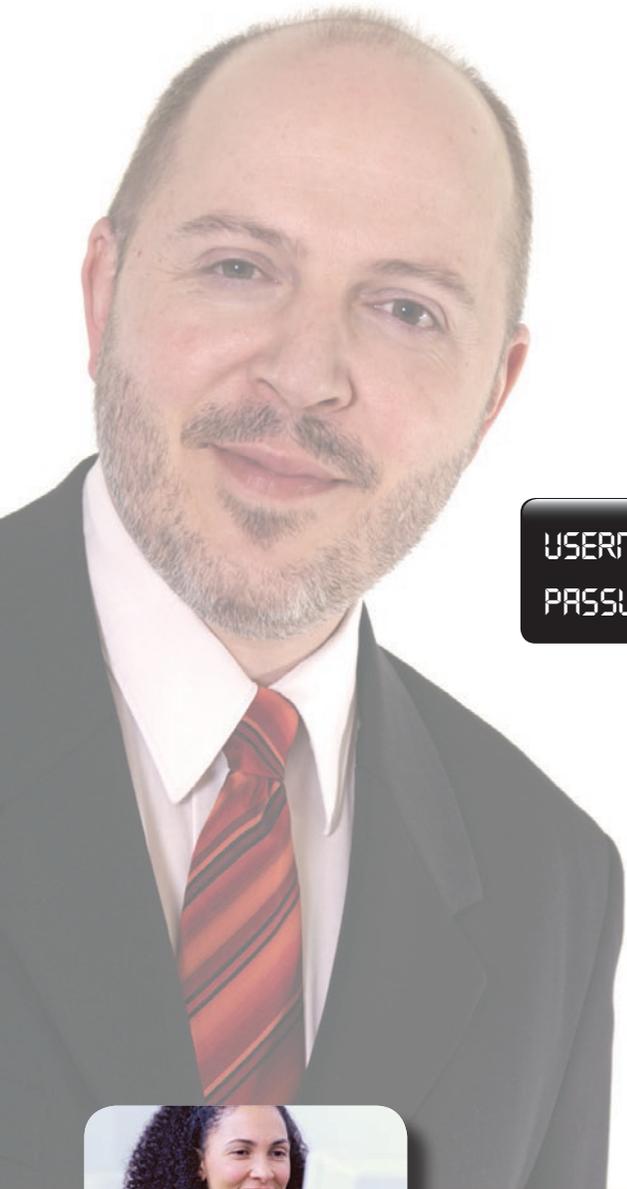
The qualification aims to develop candidates' practical skills in using common software applications, enable them to operate ICT equipment correctly and safely, and increase their confidence in the use of ICT.

USERNAME: OCR IT
PASSWORD: AWARD_



“ I have a group of students who are not suited to GCSEs and I need a solid foundation course to start them on their IT journey.”





USERNAME: OCR IT
PASSWORD: DIGITAL LITERACY_

Beginning the IT journey

OCR Entry Level Award in Digital Literacy

This qualification can be taken completely online and is suitable for all learners, whether they are entirely new to computing or have limited experience. The Microsoft Digital Literacy Curriculum can help develop a good working knowledge of computers, from using the internet and email, through to managing digital photography, video and music.

The Digital Literacy qualification gives learners of all ages the knowledge, understanding and skills they will need to use computers with confidence. In conjunction with Microsoft, OCR has created an online nationally recognised qualification that recognises the achievement of the skills learnt during the Microsoft Digital Literacy e-learning experience.



“ I have never really had the need to use computers in the past, but it’s now catching up with me. We now have to use PCs at work and I feel that I am missing out on so many things that could make my life easier like online banking and internet shopping, etc.”



“ Our company is committed to a three-year training programme in an effort to ensure that all staff have sufficient IT skills. We plan to start delivering iTQ next year. However, our internal diagnostic tests have shown that at least 25% of staff will require training in the very basic fundamentals before they can move forward with iTQ.”

OCR Functional Skills in ICT

OCR's Functional Skills in ICT encourages learners to apply their ICT knowledge to real situations. This helps them gain the practical ICT experience they are likely to need in future employment.

Having good skills in ICT can help learners master a range of work and life activities, for example creating presentations using IT software, promoting ideas to colleagues or prospective employers, or using online banking. Learners of all ages can benefit from Functional Skills in ICT, as it will help them find, select and compile relevant information, and use ICT to develop, interpret and exchange this information for a range of purposes.



USERNAME: OCR IT
PASSWORD: FUNCTIONAL SKILLS_



“As a national employer we expect all our employees to have a good basic level of reading and writing skills, and in today's technical environment we see IT as the third basic requirement for staff.”



“We would like to teach a hands-on skills for life programme with a task-based form of assessment that relates to real-life IT situations.”

Preparing for higher education and employment

OCR GCSEs in ICT

We offer GCSE ICT (A and B) and an Applied ICT course. Our new GCSE specification in ICT will be available to teach from September 2010. For the latest information and updates on all our GCSEs, please visit www.GCSEchanges.com

GCSE ICT A

This qualification offers an understanding of the fundamentals of IT and provides the tools required for preparing and working in IT. Learners will develop technological and information-handling skills – gathering, processing and manipulating data to give a firm grounding in ICT.

Learners will get a good grounding in ICT that will enable them to progress to further study, including courses specific to computing and new technology, such as AS or A2 Level, vocational and occupational courses.

GCSE ICT B

More vocationally based, ICT B explores ICT in a commercial setting. Allowing learners to develop skills through a series of teacher-set practical tasks, ICT B prepares learners for employment and gives them a thorough understanding of ICT.

Learners will develop an ability to analyse, design and implement ICT systems used in industry, commerce and the community.

GCSE ICT A and B are available as both a short, two-unit course and a full, four-unit course, which allows learners to get a taste of ICT and then progress to a full course if they want to.

GCSE Applied ICT

OCR's GCSE Applied ICT (Double Award) encourages learning in a more vocational context. It helps learners understand the role of ICT in everyday life and prepares them for further learning or IT-related careers.

This three-unit course is suited to learners who are keen to develop a thorough understanding of ICT and go on to further study.



“ I'd like to take a practical course that will give me the necessary skills fit for employment.”



“ Our son is determined to leave school and start work as soon as possible. He is very interested in IT and we would like him to leave school with a qualification that will give him a head start with full-time employment.”



OCR A Level ICT

This course provides the ideal foundation for learners who wish to pursue ICT at degree level or as a career.

The qualification will give learners the capacity to think creatively, innovatively, analytically, logically and critically.

During the course, learners will develop the ability to apply skills, knowledge and understanding of ICT in a range of contexts to solve problems and develop an understanding of the effect of ICT on individuals, organisations and society.

Learners will cover exciting units such as information systems and applications, structured ICT tasks and ICT projects.

USERNAME: OCR IT
PASSWORD: A LEVEL_

“ We are looking for a qualification that places more emphasis on practical skills and the latest technologies such as Bluetooth, broadband and global positioning systems (GPS). ”





Preparing for higher education and employment

OCR Nationals in ICT Levels 1, 2 and 3

OCR Nationals in ICT offer students a practical, examination-free alternative to GCSEs and A Levels. They recognise learners' skills, knowledge and understanding of ICT functions, environments and operations.

Learners carry out a range of tasks designed to recognise their achievements in a modern, practical way that is relevant to the workplace. Topics covered range from working as a team in business and desktop publishing to creating animation for the Web using ICT, and cartooning and animation.

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USERNAME: OCR IT  
PASSWORD: NATIONALS_
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“ Josh is not really the academic type and has never been too successful with written examinations. We are looking for a more practical route and an alternative to GCSEs. ”



“ I'm looking for a qualification that offers a hands-on approach, so I can engage and motivate my students more effectively. ”

OCR Diploma in IT Levels 1, 2 and 3

The OCR Diploma in IT is available at Levels 1, 2 and 3 and allows learners to apply their knowledge in a business setting. In addition to developing a broad understanding and knowledge of IT, learners are encouraged – through a range of relevant skills – to deepen and extend their learning into specialist areas.

The qualification gives learners the opportunity to build sector-relevant skills that are in high demand, while studying for a flexible and adaptable qualification. The Diploma is offered at the same levels as GCSEs and A Levels. The size is similar to between 5 and 7 GCSEs at Foundation and higher levels and between 3 and 3.5 A Levels at Advanced Level.

USERNAME: OCR IT
PASSWORD: DIPLOMA_



“ We are looking for a qualification for our daughter that has a direct link to the IT industry and a business setting. ”



“ I'd like a course which will build my students' sector-specific skills and which will appeal to potential employers. ”

IT skills and the application of skills

OCR Certificate/Diploma for IT Users

(New CLAiT Level 1, CLAiT Plus Level 2, CLAiT Advanced Level 3)

The OCR CLAiT suite is a hands-on package of three qualifications designed for beginners, experienced IT users, and learners who are confident with their IT skills and are looking for proficiency.

CLAiT gives learners hands-on skills that can be used at home or in the office, covering subjects such as file management, spreadsheet creation, graphs, e-security and website authoring.

It provides an opportunity to learn a basic range of computer skills and encourages learners to progress to other IT awards such as iTQ. With CLAiT, learners have a flexible range of assessment methods, including computer-based assessments and e-portfolio – a storage facility that enables learners to upload their work for tutors and assessors to view and mark, keeping it simple, quick and easy.

Learners who have completed the Microsoft Office Specialist (MOS) tests can also claim the equivalent units of CLAiT Plus and CLAiT Advanced without taking any further CLAiT assessment.

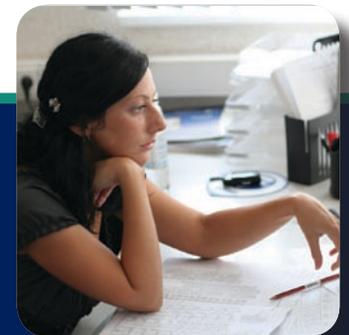


USERNAME: OCR IT
PASSWORD: CLAIT_



“ At long last our company warehouse sites have just been linked up to the network but I need to ensure that our staff have the necessary skills to be able to manage the systems. We’ve worked with OCR to build a programme for our team which will help them to feel confident in using the new systems.”

“ I have picked up some IT skills along the way but my new job demands that I have good solid skills in spreadsheets, Word and databases. OCR’s Certificate for IT Users increased my office skills, I’m much more confident now.”



OCR Levels 1, 2 and 3 NVQ in IT Users (iTQ)

iTQ is a vocational qualification designed to reflect the work of everyone who has IT skills. It recognises the skills and knowledge already acquired through other qualifications or through previous experience and is an excellent qualification for learners currently working or looking for work skills.

iTQ is an ideal qualification to improve job performance, find a new job or learn how to use today's technology more efficiently. It consists of a unique 'pick and mix' cluster of units covering subjects such as operating a computer, troubleshooting, specialist and bespoke software, email and intranets. iTQ is an evidence-based qualification designed to develop skills, knowledge and understanding to enable progression to and from other IT qualifications.

We also offer course materials to support the use of Sage and Blackberry for the bespoke unit within iTQ.

OCR CLAiT and Digital Literacy can contribute towards an iTQ qualification.

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USERNAME: OCR IT
PASSWORD: iTQ_
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“We have invested a substantial amount of capital in building a bespoke IT system to suit the specific requirements of the business, but we now need to ensure that all employees can use it. We also need the training to be incorporated into the working day with as little disruption to production as possible.”

OCR Text Processing (Business Professional)

The OCR Text Processing (Business Professional) suite of qualifications provides candidates with high quality, professionally recognised awards. With a range of business units available from word processing, shorthand, mailmerge and business presentations, learners have valuable opportunities to develop the skills, knowledge and understanding for today's business.

There is an Award, Certificate and Diploma at Levels 1, 2 and 3 as well as two Entry Level qualifications. It's possible to progress between qualifications at the same level, and between levels; for example, a learner could achieve a Level 1 Award, then move on to the Level 1 Certificate and then to the Level 2 Certificate.

Each unit carries a credit value and as learners achieve units, their total number of credits gained within a qualification profile is considered against the full qualification's requirements. Once a learner achieves a unit that completes a profile, the full qualification is awarded.



“Our business is now very much reliant on IT systems. Our employees have differing degrees of IT skills and understanding, but we now need a uniform standard throughout the business and to apply those skills to the specific needs of the organisation.”



Interactive media

OCR Certificate/Diploma for Media Users (iMedia) Levels 1, 2 and 3

iMedia is suitable for everyone who is passionate about creative media.

Consolidating core skills of planning, testing and reviewing iMedia allows complete creativity and innovation for candidates in a variety of areas such as gaming and creative new media. It enables learners to gain relevant workplace skills and techniques to keep them one step ahead in a highly competitive market.

Learners can choose to specialise in exciting and engaging digital and interactive media areas such as web authoring, 3D game engines, digital animation or interactive multimedia design.

iMedia is assessed entirely via e-portfolio, which allows learners to upload and submit their work electronically, and it offers a unit-based approach so that learners can progress at their own pace on a unit-by-unit on demand basis.

USERNAME: OCR IT

PASSWORD: INTERACTIVE MEDIA_



“ I have always been interested in photography, but I would really like to find more creative ways of using my camera and reproducing photographs.”

“ Interactive media tends to be a very popular subject within our school and we have little difficulty encouraging pupils to get involved. We are now looking to reward our pupils with a hands-on vocational qualification that has GCSE equivalence.”



IT Professional

OCR Certificate/Diploma for IT Practitioners iPRO (Levels 1, 2 and 3)

The qualifications are unit based, which makes them ideal for learners who are unsure about which IT route they want to take; the structure of the units provides the opportunity to sample specialist areas in both software and ICT systems.

The three levels offer progression and are suitable for learners looking to enter the IT industry who may not have decided on their preferred route, those who want to get into the industry or who want to improve their skills, and IT professionals who may be looking to build up their skills in supporting ICT systems or developing software.

Developed in close partnership with global industry-leading companies, iPRO integrates units from Cisco, CompTIA and Microsoft.

The IT Professional NVQs enable those in the workplace to develop their skills and have these formally recognised.



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USERNAME: OCR IT
PASSWORD: IT PROFESSIONAL_
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“As a sixth form college we offer our young people a career path to IT professional. We are successfully running a Cisco Academy, but we are looking to tie this in with a national Level 3 qualification that would offer UCAS points and entrance to higher education.”



“I'm in a dead-end job at the moment and I need to do something about it. I have always been interested in the IT technical profession and would like a job in ICT systems support. I'm interested in iPRO as it ticks all the boxes for me.”

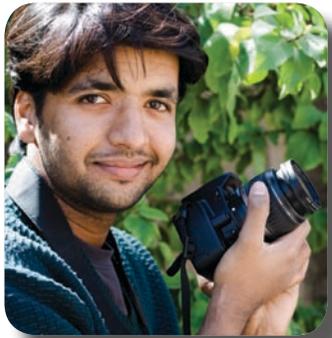
	Subject	Further details	Suitability	Entry Level	Level 1	Level 2	Level 3
Beginning the IT journey	Award in using ICT Page 3 S C	Students have the chance to develop a good knowledge and understanding of basic ICT, along with the skills to use ICT in a practical setting.	No formal qualifications are required for studying Entry Level ICT, so it's an ideal starting point for anyone looking for basic skills and knowledge.	✓			
	Digital Literacy Page 4 S C	Digital Literacy gives learners a good working knowledge of computers, and the skills they'll need to use computers with confidence.	Digital Literacy is suitable for people entirely new to IT and computers, or who have limited experience.	✓			
	Functional Skills in ICT Page 5 S C	Functional Skills in ICT encourages students to apply their ICT knowledge to real life, helping them gain the practical experience they're likely to need in future job situations.	People of all ages from 14 upwards can benefit from Functional Skills in ICT – for further learning, IT careers and in everyday life.	✓	✓	✓	
Preparing for Higher Education and employment	GCSEs Page 6 S C	OCR offers GCSE ICT (A and B), and Applied ICT. These qualifications prepare students for further studies and introduce them to the variety of roles that ICT plays in everyday life.	Suitable for learners of all ages and learning styles, GCSEs in ICT prepare students for more advanced learning or entry-level IT careers.			✓	
	A Levels Page 7 S C	These qualifications help learners develop the skills and knowledge to pursue ICT as a subject in further education, or as a career.	Aimed primarily at learners aged 16 and over who are looking for technical skills and knowledge. It combines computing theory with practical programming experience.				✓
	OCR Nationals in ICT Page 8 S C	OCR Nationals in ICT relate directly to the expectations of employers, recognising learners' skills, knowledge and understanding of ICT functions, environments and operations. They're a practical, exam-free alternative to GCSEs and A Levels.	Level 2 is aimed at 14–16 year olds and keeps them up to date with changes in ICT with accessible, straightforward and engaging content. Level 3 is aimed at 16–19 year olds considering IT subjects in further education, or IT-related careers.		✓	✓	✓
	OCR Diploma in IT Page 9 S C	The OCR Diploma in IT provides learners with the opportunity to build sector-specific skills and knowledge, recognised and valued by employers.	The Diploma is suitable for learners aged 14–19 with access to business environments.		✓	✓	✓

Course available to take at : **S** School **C** College **W** Workplace



	Subject	Further details	Suitability	Entry Level	Level 1	Level 2	Level 3
IT skills and application skills	CLAiT Page 10 S C W	CLAiT 2006 consists of three unit-based qualifications available as Certificate or Diploma, ideal for learners who want to develop, improve or advance their IT skills.	New CLAiT – Suitable for beginners CLAiT Plus – For those looking to develop their IT Skills CLAiT Advanced – for confident IT users looking to advance their skills.		✓	✓	✓
	iTQ Page 11 S C W	iTQ is ideal for improving existing job performance, finding a new job, or simply using today's technology more efficiently. Unit-based, it allows learners to tailor the course to suit their individual needs.	iTQ is suitable for those working in IT who want the opportunity to demonstrate their abilities across a range of IT applications. Candidates may use CLAiT units in order to achieve iTQ.		✓	✓	✓
	Text Processing (Business Professional) Page 11 S C	Text Processing (Business Professional) develops and recognises learners' ability to produce a range of business documents that meet employers requirements.	This qualification is suitable for people of all ages from 14 upwards who are preparing for employment or looking to learn essential skills and knowledge while employed.		✓	✓	✓
Interactive media	iMedia Page 12 S C W	iMedia prepares students for careers or advanced studies in creative and interactive new media. It helps them gain the necessary workplace skills and techniques, and keeps them up to date with changes in technology.	For all ages and abilities, iMedia requires no formal qualifications – students simply need basic IT skills. It's particularly suited to enthusiastic young people raised on digital media and gaming.		✓	✓	✓
IT Professional	iPRO Page 13 S C W	iPRO is a unit-based qualification, which gives learners the freedom to adapt their studies to suit their career goals and personal strengths.	iPRO is suitable for people already working in IT who want to increase their skills, or for those planning a career in IT. Vendor units are available.		✓	✓	✓
	IT Professional NVQs Page 13 C W	Units based on the National Occupational Standards and are aimed at those whose career is IT related.	These qualifications are suitable for those in the workplace who are developing or consolidating their skills.		✓	✓	✓





Log in and succeed in IT

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PASSWORD: SUCCESS_



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