Group Award Specification for:

National Certificate in Computing with Digital Media at SCQF level 6

Group Award Code: GJ7V 46

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Contents

1 Introduction

This document was previously known as the Arrangements document. The purpose of this document is to:

- assist centres to implement, deliver and manage the qualification
- provide a guide for new staff involved in offering the qualification
- inform course managers teaching staff, assessors, learners, employers and HEIs of the aims and purpose of the qualification
- provide details of the range of learners the qualification is suitable for and progression opportunities

This is the Group Award Specification for the National Certificate (NC) in Computing with Digital Media at SCQF level 6. This document includes: background information on the development of the Group Award, its aims, guidance on access, details of the Group Award structure, and guidance on delivery.

The National Certificate (NC) in Computing with Digital Media is a Group Award that conforms to the design principles for such awards as stated by SQA. It replaces a Scottish Group Award in Digital Media Computing that was available at SCQF level 4, 5 and 6. This provides a progression for learners towards further study or to employment in a range of Computing and IT jobs.

The National Certificate in Computing with Digital Media is available at SCQF levels 4, 5 and 6. Each of the National Certificate Computing awards is a different size (ie number of SQA credits in the mandatory section) and structure. The award framework provides a wide choice of optional Units to make up the requirement of 12 SQA credits for the Group Award, including:

- Computer Games
- Network Security and Administration
- Web Design and Multimedia
- Mobile Technology

The rationale for revising this National Certificate in Digital Media Computing award is to bring the Unit content up-to-date and address some shortcomings as listed below, in the current SQA provision at SCQF level 6 including the development of some new Units that include use of new technologies and applications as well as address some gaps in other academic areas such as supporting students in progression from NC to HN study and mobile technologies.

A QDT was developed to discuss the current award and how it could be improved. Staff from a range of centres across Scotland attended the meeting and the following initial points were agreed by everyone:

- Repetition in mandatory Units
- Gap between SCQF level 5 and level 6 was too difficult
- Possible revision of Group Award title
- Content of SCQF level 6 Units were sometimes more difficult than some HN Units
- Some Units were out-of-date
- Very few group/project Units available
- The balance of Unit content varied considerably
- Introduce new Units containing new technologies and applications

These points were discussed in great detail and the QDT also put forward ideas to address these main issues. The following points were agreed to be taken forward for review:

- Remove the repetition within the mandatory section of each level of the award
- Bridge the gap between SCQF levels 5 and 6 by revising some Units, at both levels, but also introduce new, more appropriate Units
- Discuss possible new titles for the Group Award and put these out to centres by survey, for feedback
- Review the level 6 optional Units, replace or revise as required
- Introduce new relevant, up-to-date Units to include new technologies and applications
- Include Project Units at all levels of the award in the mandatory sections
- Include NPAs within the Group Award, allowing centres the flexibility of delivery but still able to offer learners appropriate recognized qualifications

The changes to the award at SCQF level 6 is a clear development from the existing qualification, with some updating and additional content. There have been improvements to progression opportunities, links with CfE and the streamlining of options.

A comprehensive survey was carried out to determine the name for the new awards. The majority of respondents thought that NC Computing with Digital Media would be the most suitable title and that it reflected the content of the new awards.

100% of respondents thought that the proposed qualification would be useful in helping students into further study and 85% thought it would be useful in helping students into work.

The hierarchical structure of the award with embedded progression at levels 4, 5 and 6 remains as in the present award.

Other findings of the QDT included the need to incorporate, or link, National 4 and National 5 courses and also re-address the way Core Skills are included/delivered within the award. Entry requirements for the Group Award now include possible National Course achievement, but content of the National Courses was also referred to for development of any new Units to ensure no repetition/overlap took place, and also to ensure smooth transition onto the Group Award. Core Skills have been removed from the Mandatory section of the award, as it was felt this restricted delivery within centres, but was also addressed to try and integrate elements of Core Skills into other Units, therefore not stand-alone where possible.

Further market research was carried out which involved a survey being sent out to all centres for feedback on some of the proposed ideas for improvements and changes to the level 6 Group Award. This feedback helped the QDT come to some decisions on how to move forward.

The QDT agreed that it was not necessary to have the same number of mandatory Units at each level as there is no real benefit to this, or a requirement for it and therefore the following was agreed that at:

SCQF level 4 – there would be six mandatory Units
SCQF level 5 – there would be seven mandatory Units
SCQF level 6 – there would be six mandatory Units

The QDT also agreed that Core Skills, although essential, did not have to be mandatory, and these are now moved to the optional section. This gives centres some flexibility in the delivery of Core Skills within the award, should learners come with a Core Skills profile containing the required level of Core Skills for the Group Award.

Feedback was also gathered from all centres, through surveys, to assist in the development and revision of this SCQF level 6 award including information on the current award and ideas for improvement. A second survey was sent out for feedback on the Group Award title to decide on a change or to keep the current title.

Target Groups

The NC in Computing with Digital Media at SCQF level 6 Group Award is aimed at:

- Full-time NC students who have already completed the award at SCQF level 5
- Full-time NC students who have come from school with National 5 qualifications
- Part-time students who may wish to pick up individual Units or work towards the Group Award

Employment Opportunities

The NC in Computing with Digital Media at SCQF level 6 Group Award provides qualifications to help gain entry level jobs in the following areas:

- desktop support
- network administration
- games designer
- software developer
- mobile applications developer

Progression

On successful completion of the Group Award at SCQF level 6 learners may be able to progress onto the following HN programmes:

- HNC/HND Computer Games Development
- HNC Computing: Networking
- HNC Computing: Technical Support
- HNC Computing: Software Development
- HNC/HND Information Technology
- HNC/HND Interactive Media
- HNC/HND 3D Computer Animation
- HND Computer Science
- HNC Computing

The optional Units in the Group Award at SCQF level 6 award also contain complete NPAs, or contribute towards them, depending on the Units centres offer.

2 Qualification(s) structure

This Group Award is made up of 12 SQA Unit credits. It comprises 72 SCQF credit points of which 42 are at SCQF level 6 in the mandatory section and the remaining 30 credit points are chosen from Units in the optional section. A mapping of Core Skills development opportunities is available in Section 5.3.

The content of the Group Award: NC Computing with Digital Media at SCQF level 6 consists of six mandatory Units and five optional Units. The majority of the credit points must be at the level of the Group Award.

To gain the award, candidates are required to successfully complete all six mandatory Units (7 SQA credits) and a further five optional Units (5 SQA credits).

2.1 Structure

Table 1 (Mandatory Units)

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
F3SY	12	Computing: Computer Hardware and Systems	1	6	6
F3T2	12	Computing: Authoring a Website	1	6	6
H6S9	46	Computing: Applications Development	1	6	6
H6S7	46	Computing: Project	2	12	6
J6B7*	46	Network Literacy	1	6	6
H60C	46	Computing: Academic Skills	1	6	6

The table below shows the set of optional Units from which candidates may select to make up the balance of SCQF points required for the award.

Table 2 (Optional Units)

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
FR27	11	Volunteering Experience	1	6	5
F3GB	11	Communication	1	6	5
		Or			
H23W	75	Literacy	1	6	5
F3GF	11	Numeracy	1	6	5
		Or			
H225	75	Numeracy	1	6	5
FN84	11	Mathematics for Interactive Computing	1	6	5
F57F	11	Preparing to Work	1	6	5
J6B6*	46	Information Literacy	1	6	6
J6BA*	46	Social Media Literacy	1	6	6
HW51	45	Computing: Interactive Multimedia*	1	6	5
H614	45	Computing: Website Graphics	1	6	5
HW52	45	Computing: Website Design and Development*	1	6	5
HX9V	46	Computer Games: Design*	1	6	6

4 code	2 code	Unit title	SQA credit	SCQF credit points	SCQF level
HX9W	46	Computer Games: Media Assets*	1	6	6
HX9X	46	Computer Games: Development*	1	6	6
H2N6	12	Network Fundamentals	1	6	6
H2N5	12	Security Fundamentals	1	6	6
F1FF	12	PC Passport: Working with Internet and On-line Communications	1	6	6
F1FJ	12	PC Passport: Working with IT Software - Spreadsheet and Database	1	6	6
F1FE	12	PC Passport: Working with IT Software - Word Processing and Presenting Information	1	6	6
F1FH	12	PC Passport: Working with IT Security for Users	0.5	6	3
F1FG	12	PC Passport: Working with Artwork and Imaging	0.5	6	3
H2N7	12	Server Administration Fundamentals	1	6	6
HW4X	46*	Digital Media: Still Images	1	6	6
HW4Y	46*	Digital Media: Moving Images	1	6	6
HW4W	46*	Digital Media: Audio	1	6	6
H2P9	12	Mobile Technology: Architecture	1	6	6
H2TN	12	Mobile Technology: Media	1	6	6
H2PB	12	Mobile Technology: Security and Peripherals	1	6	6
H2PA	12	Mobile Technology: Project	1	6	6
H2PD	12	Mobile Technology: Web Page Creation	1	6	6
H2TM	12	Programming for Mobile Devices	1	6	6
*J27C	76	Software Design and Development	1.5	9	6
*J27F	76	Information System Design and Development	1.5	9	6
H9E2	46	Data Security	1	6	6
H9J0	46	Digital Forensics	1	6	6
H9YH	46	Ethical Hacking	1	6	6
FN8R	11	Games Programming	1	6	5
HAJ6	46	Web Apps: Presentations	1	6	6
HA6L	46	Web Apps: Spreadsheets	1	6	6
HA6M	46	Web Apps: Word Processing	1	6	6

**please refer to History of Changes for unit revisions*

As in the existing Digital Media Computing award, mandatory Units, still cover a range of essential skills at SCQF level 6. The Core Skills Units, F3GB 11 Communication and F3GF 11 Numeracy, have been moved from the mandatory to the optional section, to allow inclusion of mandatory Units delivering additional technical skills. More optional Units include groups of related Units making up NPAs so that centres may offer these additional awards within the NC at SCQF level 6 Group Award. The optional section also allows centres to focus on subject areas specifically to assist in progression to the HN programmes offered at their centre or include a selection from each subject area to make it more generic. The subject areas selected meet current employment needs and reflect up-to-date technologies used at this current time.

3 Aims of the qualification(s)

The NC in Computing with Digital Media at SCQF level 6 Group Award develops knowledge and skills in a range of computing subject areas and is also aimed at preparing learners for progression onto a range of HN programmes in Computing and IT. The Units within this Group Award cover a wide range of the NOS for IT Users and Creative Skillset (Interactive Media and Computer Games) ensuring they are fit for employers' and learners' needs

3.1 General aims of the qualification(s)

The general aims of the award are:

1 To ensure learners acquire and develop appropriate knowledge, understanding and skills.
2 To prepare learners for the world of work in the Computing or IT industry.
3 To provide access onto a selection of HN programmes.
4 To produce a flexible award that is appropriate for a variety of delivery modes.
5 To address predicted skills gaps and requirements of computing until 2020 as per a recent e-skills report (*Technology and Skills in the Digital Industries, Evidence Report 73*, September 2013, produced by e-skills UK).
6 To develop a range of Core Skills including Communication, Numeracy, Problem Solving and Working with Others.
7 To enable progression within the SCQF.

3.2 Specific aims of the qualification(s)

The specific aims of the award are:

8 To develop knowledge and skills in a range of core computing subjects.
9 To develop knowledge and skills for learner progression from NC to HN level.
10 To prepare learners for employment in an IT/computing related post.
11 To allow learners to specialise in a particular vocational area.
12 To maximise flexibility in qualification design to permit centres to customise the award to their local needs.
13 To update the contents of the award to reflect current professional practices and technologies

4 Recommended entry to the qualification(s)

Entry to this qualification is at the discretion of the centre. The following information on prior knowledge, skills, experience or qualifications that provide suitable preparation for this qualification has been provided by the Qualification Design Team as guidance only.

Learners would benefit from having attained the skills, knowledge and understanding required by one of the following or equivalent qualifications and/or experience:

- NC in Digital Media Computing at SCQF level 5
- National 5 Computing Science qualification **plus** Core Skills in Communication and Numeracy at SCQF level 4 or higher
- Equivalent qualifications or experience

4.1 Core Skills entry profile

The Core Skill entry profile provides a summary of the associated assessment activities that exemplify why a particular level has been recommended for this qualification. The information should be used to identify if additional learning support needs to be put in place for learners whose Core Skills profile is below the recommended entry level or whether learners should be encouraged to do an alternative level or learning programme.

It is recognised that some learners, particularly adult returners, may not possess a specific Core Skills profile on entry, hence entry level is only recommended. In this case, it is recommended that centres carry out an appropriate evaluation of the learner's basic skills to ensure that they have the necessary prerequisites to benefit from undertaking this award.

Core Skill	Recommended SCQF entry profile	Associated assessment activities
Communication	SCQF level 4	Read, understand and a straightforward document. Produce a document which conveys several pieces of information
Numeracy	SCQF level 4	Carry out a variety of straightforward number tasks. Extract and interpret information from a table.
Information and Communication Technology (ICT)	SCQF level 5	Carry out ICT activities including using hardware responsibly and presenting information in an appropriate mode. Carry out a range of non-routine ICT activities which involve application software. Use ICT to locate information in different formats from a range of local or remote data sources, applying a search strategy, evaluating information found Demonstrate safe practice in using ICT to handle information by keeping data secure.
Problem Solving	SCQF level 5	Plan, organise and carry out an activity to deal with the problem, working out an action plan, choosing and obtaining the resources needed, and carrying out the action plan. Check how well the problem solving activity worked in practice. Gather evidence to help you decide how well the problem solving activity worked, deciding how effective each stage has been.
Working with Others	SCQF level 5	Work co-operatively with at least one other person, who may be a colleague, client, or customer, to achieve a common goal. Check how well you and others involved contributed to the co-operative activity and/or activities.

5 Additional benefits of the qualification in meeting employer needs

This qualification was designed to meet a specific purpose and what follows are details on how that purpose has been met through mapping of the Units to the aims of the qualification. Through meeting the aims, additional value has been achieved by linking the Unit standards with those defined in National Occupational Standards and/or trade/professional body requirements. In addition, significant opportunities exist for learners to develop the more generic skill, known as Core Skills through doing this qualification.

5.1 Mapping of qualification aims to Units

1 To ensure learners acquire and develop appropriate knowledge, understanding and skills.
2 To prepare learners for the world of work in the Computing or IT industry.
3 To provide access onto a selection of HN programmes.
4 To produce a flexible award that is appropriate for a variety of delivery modes.
5 To address predicted skills gaps and requirements of computing until 2020 as per a recent e-skills report.(Technology and Skills in the Digital Industries, Evidence Report 73, September 2013, produced by e-skills UK).
6 To develop a range of Core Skills including Communication, Numeracy, Problem Solving and Working with Others.
7 To enable progression within the SCQF.
8 To develop knowledge and skills in a range of core computing subjects.
9 To develop knowledge and skills for learner progression from NC to HN level.
10 To prepare learners for employment in an IT/computing related post.
11 To allow students the choice to specialize in a particular vocational area.
12 To maximise flexibility in qualification design to permit centres to customise the award to their local needs.
13 To update the contents of the award to reflect current professional practices and technologies.

Code	Unit title	Aims												
		1	2	3	4	5	6	7	8	9	10	11	12	13
Mandatory Units:														
F3SY 12	Computing: Computer Hardware and Systems	✓	✓			✓		✓		✓		✓		✓
F3T2 12	Computing: Authoring a Website	✓	✓			✓		✓		✓		✓		✓
H6S9 46	Computing: Applications Development	✓	✓			✓		✓		✓		✓		✓
H6S7 46	Computing: Project	✓	✓			✓		✓		✓		✓		✓
J6B7 46*	Network Literacy	✓	✓			✓		✓		✓		✓		✓
H60C 46	Computing: Academic Skills	✓	✓	✓		✓		✓	✓	✓		✓		✓
Optional Units:														
F3GB 11	Communication		✓	✓	✓		✓		✓	✓		✓	✓	
F3GF 11	Numeracy		✓	✓	✓		✓		✓	✓		✓	✓	
F57F 11	Preparing to Work		✓	✓	✓		✓		✓	✓		✓	✓	
J6B6 46*	Information Literacy	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
J6BA 46*	Social Media Literacy	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓

Code	Unit title	Aims												
		1	2	3	4	5	6	7	8	9	10	11	12	13
FN84 11	Mathematics for Interactive Computing	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
HX9V 46	Computer Games: Design	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
HX9W 46	Computer Games: Media Assets	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
HX9X 46	Computer Games: Development	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2N6 12	Network Fundamentals	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2N5 12	Security Fundamentals	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2N7 12	Server Administration Fundamentals	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
HW51 45	Computing: Interactive Multimedia	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H614 45	Computing: Website Graphics	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
HW52 45	Computing: Website Design and Development	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
F3T5 12	Digital Media: Still Images	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
F3T6 12	Digital Acquisition and Editing: Video	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
F3T7 12	Digital Acquisition and Editing: Audio	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2P9 12	Mobile Technology: Architecture	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2TN 12	Mobile Technology: Media	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2PB 12	Mobile Technology: Security and Peripherals	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2PA 12	Mobile Technology: Project	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2PD 12	Mobile Technology: Web Page Creation	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H2TM 12	Programming for Mobile Devices	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H223 76	Software Design and Development	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓
H226 76	Information System Design and Development	✓	✓		✓	✓		✓		✓	✓	✓	✓	✓

5.2 Mapping of National Occupational Standards (NOS) and/or trade body standards

National Occupational Standards (NOS) for IT Users v3 (e-skills UK March 2009) set out what an individual is expected to achieve at work in a given occupation. Developed by employers across the UK, NOS set out measurable skills and knowledge required to perform competently in the workplace. The areas of competence covered are:

- **Improving Productivity using IT (Core):**
  - **Using IT Systems:**
    - **IUF** — IT User Fundamentals
    - **SIS** — Set Up an IT System
    - **OSP** — Optimise IT System Performance
    - **ITS** — IT Security for Users
  - **Using IT to Find and Exchange Information**
    - **ICF** — IT Communication Fundamentals
    - **INT** — Using the Internet
    - **UMD** — Using Mobile IT Devices
    - **EML** — Using Email
    - **PIM** — Personal Information Management
    - **UCT** — Using Collaborative Technologies
  - **Using Productivity Tools and Applications**
    - **ISF** — IT Software Fundamentals
    - **AV** — Audio and Video Software
    - **BS** — Bespoke or Specialist Software
    - **CAS** — Computerised Accounting Software
    - **DB** — Database Software
    - **DMS** — Data Management Software
    - **DIS** — Design and Imaging Software
    - **DPS** — 2D Drawing and Planning Software
    - **DTP** — Desk Top Publishing Software
    - **MM** — Multimedia Software
    - **PS** — Presentation Software
    - **PM** — Project Management Software
    - **SS** — Spreadsheet Software
    - **WS** — Website Software
    - **WP** — Word Processing Software

		National Occupation Standard										
		Core	Using IT Systems				Using IT to Find and Exchange Info					
Code	**Unit title**	**IPU**	**IUF**	**SIS**	**OSP**	**ITS**	**ICF**	**INT**	**UMD**	**EML**	**PIM**	**UCT**
F3SY 12	Computing: Computer Hardware and Systems		✓	✓				✓				
F3T2 12	Computing: Authoring a Website	✓						✓				
H6S9 46	Computing: Applications Development	✓										✓
H6S7 46	Computing: Project	✓										
J6B7 46*	Network Literacy	✓		✓								✓
H60C 46	Computing: Academic Skills						✓	✓			✓	
F3GB 11	Communication											
F3GF 11	Numeracy											
F57F 11	Preparing to Work						✓	✓				
J6B6 46*	Information Literacy	✓		✓	✓		✓	✓				
J6BA 46*	Social Media Literacy	✓	✓		✓			✓				✓
FN84 11	Mathematics for Interactive Computing											
HX9V 46	Computer Games: Design	✓										
HX9W 46	Computer Games: Media Assets	✓										
HX9X 46	Computer Games: Development	✓										
H2N6 12	Network Fundamentals		✓	✓	✓	✓	✓	✓	✓	✓	✓	
H2N5 12	Security Fundamentals		✓	✓	✓	✓	✓	✓	✓	✓	✓	
H2N7 12	Server Administration Fundamentals		✓	✓	✓	✓	✓	✓	✓	✓	✓	
HW51 45	Computing: Interactive Multimedia	✓					✓	✓				✓
H614 45	Computing: Website Graphics	✓	✓									
HW52 45	Computing: Website Design and Development	✓	✓				✓	✓				
F3T5 12	Digital Media: Still Images	✓										
F3T6 12	Digital Acquisition and Editing: Video	✓						✓				
F3T7 12	Digital Acquisition and Editing: Audio	✓										
H2P9 12	Mobile Technology: Architecture			✓	✓		✓	✓	✓			
H2TN 12	Mobile Technology: Media		✓	✓	✓	✓	✓	✓	✓			✓
H2PB 12	Mobile Technology: Security and Peripherals		✓	✓	✓	✓	✓	✓	✓			✓

		National Occupation Standard										
		Core	Using IT Systems				Using IT to Find and Exchange Info					
Code	**Unit title**	**IPU**	**IUF**	**SIS**	**OSP**	**ITS**	**ICF**	**INT**	**UMD**	**EML**	**PIM**	**UCT**
H2PA 12	Mobile Technology: Project	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓
H2PD 12	Mobile Technology: Web Page Creation	✓	✓	✓	✓		✓	✓	✓			✓
H2TM 12	Programming for Mobile Devices	✓	✓	✓	✓				✓			
H223 76	Software Design and Development	✓	✓									
H226 76	Information System Design and Development	✓	✓									

		National Occupation Standard														
		Using Productivity Tools and Applications														
Code	**Unit title**	**ISF**	**AV**	**BS**	**CAS**	**DB**	**DMS**	**DIS**	**DPS**	**DTP**	**MM**	**PS**	**PM**	**SS**	**WS**	**WP**
F3SY 12	Computing: Computer Hardware and Systems															
F3T2 12	Computing: Authoring a Website	✓	✓	✓				✓			✓				✓	✓
H6S9 46	Computing: Applications Development	✓		✓												✓
H6S7 46	Computing: Project	✓		✓					✓				✓			
J6B7 46*	Network Literacy															
H60C 46	Computing: Academic Skills	✓										✓				✓
F3GB 11	Communication															
F3GF 11	Numeracy															
F57F 11	Preparing to Work	✓														
J6B6 46*	Information Literacy	✓	✓	✓				✓		✓		✓		✓		✓
J6BA 46*	Social Media Literacy															
FN84 11	Mathematics for Interactive Computing															
HX9V 46	Computer Games: Design															
HX9W 46	Computer Games: Media Assets		✓	✓				✓			✓					
HX9X 46	Computer Games: Development															
H2N6 12	Network Fundamentals	✓													✓	✓
H2N5 12	Security Fundamentals	✓													✓	✓
H2N7 12	Server Administration Fundamentals	✓													✓	✓
HW51 45	Computing: Interactive Multimedia	✓	✓	✓				✓	✓		✓				✓	✓
H614 45	Computing: Website Graphics	✓						✓			✓				✓	
HW52 45	Computing: Website Design and Development	✓						✓	✓		✓		✓		✓	
F3T5 12	Digital Media: Still Images	✓						✓			✓	✓			✓	

		National Occupation Standard														
		Using Productivity Tools and Applications														
Code	**Unit title**	**ISF**	**AV**	**BS**	**CAS**	**DB**	**DMS**	**DIS**	**DPS**	**DTP**	**MM**	**PS**	**PM**	**SS**	**WS**	**WP**
F3T6 12	Digital Acquisition and Editing: Video	✓	✓													
F3T7 12	Digital Acquisition and Editing: Audio	✓	✓													
H2P9 12	Mobile Technology: Architecture															
H2TN 12	Mobile Technology: Media	✓	✓	✓				✓			✓					
H2PB 12	Mobile Technology: Security and Peripherals			✓												
H2PA 12	Mobile Technology: Project	✓	✓	✓				✓			✓		✓	✓		✓
H2PD 12	Mobile Technology: Web Page Creation	✓	✓	✓				✓			✓				✓	
H2TM 12	Programming for Mobile Devices	✓		✓												
H223 76	Software Design and Development	✓		✓												
H226 76	Information System Design and Development	✓				✓					✓				✓	

This qualification also has strong links with **Creative Skillset NOS - Interactive Media and Computer Games** (February 2013)

Key Purpose: To research, design and produce interactive media and computer games products for release through multi-channel outlets.

IM1 Work Effectively In Interactive Media and Computer Games	
Project Initiation	**Project Support and Exploitation**
IM2 Initiate Interactive Media Projects IM3 Provide Creative and Strategic Direction For Interactive Media Projects IM27 Analyse Data in Interactive Media and Computer Games	IM29 Manage Online Engagement
	Rights Management
	IM28 Manage Intellectual Property Rights
Design	**Testing**
IM4 Create Narrative Scripts for Interactive Media Products IM5 Design Interactive Media Products IM6 Design Electronic Games IM7 Design User Interfaces for Interactive Media Products IM8 Determine the Implementation of Designs for Interactive Media Products	IM24 Devise and Evaluate User Testing of Interactive Media Products IM25 Conduct User Testing of Interactive Media Products IM26 Test Electronic Games
	Development
	IM18 Use Authoring Tools to Create Interactive Media Products IM19 Use Mark-Up in Interactive Media Products IM20 Optimise Web Pages for Search Engines IM21 Use Style Sheets in Interactive Media Products IM22 Use Scripting Languages in Interactive Media Products IM23 Use Programming Languages in Interactive Media Products
Content	
IM9 Plan Content for Interactive Media Products IM10 Write and Edit Copy for Interactive Media Products	
Asset Management	**Asset Creation**
IM11 Obtain Assets for Use In Interactive Media Products IM12 Prepare Assets for Use in Interactive Media Products IM13 Direct Asset Production for Interactive Media Products	IM14 Create Animated Assets for Interactive Media Products IM15 Create Art for Electronic Games IM16 Create Sound Effects for Interactive Media Products IM17 Create Music for Interactive Media Products

Interactive Media and Computer Games National Occupational Standards																															
Unit Code	**Unit title**	IM1	IM2	IM3	IM4	IM5	IM6	IM7	IM8	IM9	IM 10	IM11	IM12	IM13	IM14	IM15	IM16	IM17	IM18	IM19	IM20	IM21	IM22	IM23	IM24	IM25	IM26	IM27	IM28	IM29
F3SY 12	Computing: Computer Hardware and Systems																													
F3T2 12	Computing: Authoring a Website	✓	✓			✓		✓	✓	✓		✓	✓	✓					✓	✓	✓	✓			✓	✓				
H6S9 46	Computing: Applications Development	✓	✓	✓		✓		✓	✓	✓														✓	✓	✓				
H6S7 46	Computing: Project																													
J6B7 46*	Network Literacy																													
H60C 46	Computing: Academic Skills																													
F3GB 11	Communication																													
F3GF 11	Numeracy																													
F57F 11	Preparing to Work																													
J6B6 46*	Information Literacy																													
J6BA 46*	Social Media Literacy																													
FN84 11	Mathematics for Interactive Computing																													
HX9V 46	Computer Games: Design	✓	✓	✓		✓	✓	✓		✓											✓			✓						

Interactive Media and Computer Games National Occupational Standards																															
Unit Code	**Unit title**	IM1	IM2	IM3	IM4	IM5	IM6	IM7	IM8	IM9	IM 10	IM11	IM12	IM13	IM14	IM15	IM16	IM17	IM18	IM19	IM20	IM21	IM22	IM23	IM24	IM25	IM26	IM27	IM28	IM29
HX9W 46	Computer Games: Media Assets	✓	✓	✓			✓		✓	✓	✓	✓	✓	✓	✓	✓	✓								✓			✓	✓	
HX9X 46	Computer Games: Development	✓	✓				✓	✓	✓				✓	✓			✓					✓	✓							
H2N6 12	Network Fundamentals																													
H2N5 12	Security Fundamentals																													
H2N7 12	Server Administration Fundamentals																													
HW51 45	Computing: Interactive Multimedia	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓				✓	✓					✓	✓				
H614 45	Computing: Website Graphics	✓									✓	✓	✓						✓			✓								
HW52 45	Computing: Website Design and Development	✓	✓	✓		✓		✓	✓	✓	✓	✓	✓						✓	✓		✓			✓	✓				
F3T5 12	Digital Media: Still Images	✓	✓	✓							✓	✓	✓			✓														
F3T6 12	Digital Acquisition and Editing: Video	✓	✓	✓							✓	✓	✓																	
F3T7 12	Digital Acquisition and Editing: Audio	✓	✓	✓							✓	✓	✓				✓	✓												
H2P9 12	Mobile																													

Interactive Media and Computer Games National Occupational Standards																															
Unit Code	**Unit title**	IM1	IM2	IM3	IM4	IM5	IM6	IM7	IM8	IM9	IM 10	IM11	IM12	IM13	IM14	IM15	IM16	IM17	IM18	IM19	IM20	IM21	IM22	IM23	IM24	IM25	IM26	IM27	IM28	IM29
	Technology: Architecture																													
H2TN 12	Mobile Technology: Media	✓	✓			✓				✓		✓	✓	✓																
H2PB 12	Mobile Technology: Security and Peripherals																													
H2PA 12	Mobile Technology: Project																													
H2PD 12	Mobile Technology: Web Page Creation	✓				✓		✓		✓		✓	✓	✓		✓			✓	✓	✓	✓			✓	✓				
H2TM 12	Programming for Mobile Devices	✓	✓			✓		✓		✓		✓	✓										✓	✓	✓	✓				
H223 76	Software Design and Development																													
H226 76	Information System Design and Development																													

5.3 Mapping of Core Skills development opportunities across the qualification(s)

S = Signposted
E = Embedded (at SCQF level)

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
F3SY 12	Computing: Computer Hardware and Systems							S(6)	S(6)	S(6)	S(6)	S(6)
F3T2 12	Computing: Authoring a Website					S(6)	S(6)	S(6)	S(6)	S(6)		
H6S9 46	Computing: Applications Development	S(6)	S(6)			S(6)	S(6)	E(6)	E(6)	E(6)	S(5)	S(5)
H6S7 46	Computing: Project	S(6)	S(6)			S(6)	S(6)	E(6)	E(6)	E(6)	E(4)	E(4)
J6B7 46*	Network Literacy					E(6)	S(6)					
H60C 46	Computing: Academic Skills	S(5)	S(5)			S(5)	S(5)					
F3GB 11	Communication	E(5)	E(5)									
F3GF 11	Numeracy			E(5)	E(5)							
F57F 11	Preparing to Work	S(5)	S(5)			S(5)	S(5)	S(5)	S(5)	S(5)		
J6B6 46*	Information Literacy					E(6)	E(6)	E(6)	E(6)	E(6)		
J6BA 46*	Social Media Literacy	S(6)				S(6)	S(6)				S(6)	S(6)
FN84 11	Mathematics for Interactive Computing			E(5)	E(4)							
HX9V 46	Computer Games: Design	S(6)	S(6)			S(6)	E(6)	E(6)	S(6)	S(6)	S(6)	S(6)
HX9W 46	Computer Games: Media Assets					S(6)	E(6)	E(6)	S(6)	S(6)	S(6)	S(6)
HX9X 46	Computer Games: Development	S(6)	S(6)			S(6)	E(6)	E(6)	S(6)	S(6)	S(6)	S(6)

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
H2N6 12	Network Fundamentals	S(6)	S(6)			S(6)	S(6)	S(6)	S(6)	S(6)		
H2N5 12	Security Fundamentals	S(6)	S(6)			S(6)	S(6)					
H2N7 12	Server Administration Fundamentals	S(6)	S(6)			S(6)	S(6)					
HW51 45	Computing: Interactive Multimedia					S(5)	S(5)	E(5)	S(5)	S(5)		
H614 45	Computing: Website Graphics					S	S					
HW52 45	Computing: Website Design and Development					E(5)	E(5)	E(5)	E(5)	E(5)		
F3T5 12	Digital Media: Still Images					S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)
F3T6 12	Digital Acquisition and Editing: Video	S(6)	S(6)					S(6)	S(6)	S(6)	S(6)	S(6)
F3T7 12	Digital Acquisition and Editing: Audio					S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)
H2P9 12	Mobile Technology: Architecture	S(6)	S(6)	E(5)		S(6)	S(6)	S(6)	S(6)	S(6)		
H2TN 12	Mobile Technology: Media	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)		
H2PB 12	Mobile Technology: Security and Peripherals	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)		
H2PA 12	Mobile Technology: Project	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)	S(6)		
H2PD 12	Mobile Technology: Web Page Creation					S(6)	S(6)					
H2TM 12	Programming for Mobile Devices	S(6)	S(6)			S(6)	S(6)	S(6)	S(6)	S(6)		

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
H223 76	Software Design and Development			S(6)	S(6)	S(6)	S(6)	S(6)		S(6)		
H226 76	Information System Design and Development			S(6)	S(6)	S(6)	S(6)	S(6)		S(6)		

5.4 Assessment Strategy for the qualification(s)

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
F3SY 12 — Computing: Computer Hardware and Systems	Closed-book multi-choice questions/Max 45 minutes.	Performance evidence supplemented by completion of logbooks.	Performance evidence supplemented by completion of logbooks.	
F3T2 12 — Computing: Authoring a Website	Closed-book extended response questions/Max 45 minutes.	Open-book practical tasks to a given brief including production of documentation and a website.		
F3T7 12 — Digital Acquisition and Editing: Audio	Closed-book questions	Open-book practical tasks		
H2PB 12 — Mobile Technology Security and Peripherals	Closed-book questions	Open-book practical tasks		
H60C 46 — Computing: Academic Skills	Production of a portfolio/e-portfolio of evidence covering a range of practical open-book tasks.			
46 — Network Literacy	As above			
46 — Information Literacy	As above			
46 — Social Media Literacy	As above			
HX9V 46 — Computer Games: Design	An integrated approach to assessment for all three units is recommended.			
HX9W 46 — Computer Games: Media Assets				
HX9X 46 — Computer Games: Development				
HW52 45 — Computing: Website Design and Development	As above			
F3T5 12 — Digital Media: Still Images	As above			
F3T6 12 — Digital Acquisition and Editing: Video	As above			
H2PA 12 — Mobile Technology Project	As above			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
H2PD 12 — Mobile Technology Web Page Creation	As above			
H2TM 12 — Programming for Mobile Devices	As above			
HW51 45 — Computing: Interactive Multimedia	An integrated and holistic approach to assessment is recommended for all Outcomes.			
H614 45 — Computing: Website Graphics	Closed-book questions/Max 45 minutes	Can be assessed separately or holistically using practical tasks.		

6 Guidance on approaches to delivery and assessment

The award may be delivered full-time or part-time.

To allow centres as much freedom of choice in choosing from many optional Units there is no defined sequence of delivery, although Section 6.1 will illustrate an example of how the Units could be sequenced.

Assessment in the NC Computing with Digital Media Group Award will cover a variety of knowledge and practical skills as well as the more intellectual skills of planning and evaluating. These together with the Core Skills mean that a large number of different methods are employed to ensure that a student 'can do what s/he is supposed to do' and 'knows what s/he is supposed to know'.

A large proportion of Units take a ‘project’ approach using the product of a previous assessment, as the foundation of the next and the purpose is to give the candidate a true reflection of how items being studied integrate and relate to industrial practice. Where this is practical, a holistic approach is encouraged to be taken by centres in assessing across a number of Outcomes within Units or across a number of Units.

The benefit of 'cross-assessment' is the achievement of several Outcomes with just one assessment instrument.

It may be possible to combine the delivery of Units in such a way as to create a thematic delivery of the component Units. The ways in which Units may be integrated is left to centres but thematic delivery, as opposed to discrete Unit delivery, may reduce assessment and improve coherence of content. The normal rules of re-assessment apply to this award. Candidates are normally permitted one re-assessment, or, in exceptional circumstances, two re-assessments at the discretion of the centre.

6.1 Sequencing/integration of Units

The structure of this award provides centres with a high degree of flexibility in its delivery, while retaining a basic core which will ensure that all successful candidates develop knowledge and competences relevant to the various progression routes available to them.

This Group Award provides a progression from basic skills in computing and IT, such as might be possessed by a school leaver or an adult returner, towards a level of knowledge and understanding and skills that would prepare the candidate for further study in computing and related subjects. The availability of a range of optional Units at SCQF levels 5 and 6 provides learners with the opportunity to additionally progress in selected subjects such as computer networking, software development, interactive media or computer games.

Almost all Units in the award are largely practical in nature. Within the structure of each Unit the underpinning knowledge and understanding for the Unit is drawn together in a single Outcome, while the other two or more Outcomes in the Unit require performance or product evidence, putting the focus on learner activity.

This Group Award can be offered in the following modes:

- Full-time, full-time fast-track, part-time (day or evening), distance or open learning
- A combination of modes such as part-time study with some open-learning provision

Semester 1

Mandatory Units:

- Computing: Computer Hardware and Systems
- Computing: Authoring a Website
- Computing: Applications Development
- Network Literacy

Optional Units:

♦ Communication	OR	Communication
♦ Preparing to Work		Preparing to Work
♦ Security Fundamentals		Computer Games: Design

Plus:

- Balance of Semester 1 content will be at the discretion of the centre

Semester 2

Mandatory Units:

- Computing: Project
- Computing: Academic Skills

Optional Units:

♦ Numeracy	OR	Numeracy
♦ Interactive Multimedia		Computer Games: Media Assets
♦ Computer Games: Development		Computer Games: Development
♦ Mobile Technology: Architecture		Mathematics for Interactive Computing

Plus:

- Balance of Semester 1 content will be at the discretion of the centre

Depending on centre requirements, optional Units offered can be a range of subject areas or groups of related Units which can include NPAs.

Opportunities may exist for the integration of assessment for some Units.

6.2 Recognition of Prior Learning

SQA recognises that learners gain knowledge and skills acquired through formal, non-formal and informal learning contexts.

In some instances, a full Group Award may be achieved through the recognition of prior learning. However, it is unlikely that a learner would have the appropriate prior learning and experience to meet all the requirements of a full Group Award.

The recognition of prior learning may **not** be used as a method of assessing in the following types of Units and assessments:

- HN Graded Units
- Course and/or external assessments
- Other integrative assessment Units (which may or not be graded)
- Certain types of assessment instruments where the standard may be compromised by not using the same assessment method outlined in the Unit
- Where there is an existing requirement for a licence to practice
- Where there are specific health and safety requirements
- Where there are regulatory, professional or other statutory requirements
- Where otherwise specified in an Assessment Strategy

More information and guidance on the *Recognition of Prior Learning* (RPL) may be found on our website **www.sqa.org.uk**.

The following sub-sections outline how existing SQA Unit(s) may contribute to this Group Award. Additionally, they also outline how this Group Award may be recognised for professional and articulation purposes.

6.2.1 Articulation and/or progression

The NC Computing with Digital Media Group Award at SCQF level 6 may provide progression to selected HN programmes including:

- HNC/D Computer Games Development
- HNC/D Computing: Networking
- HNC/D Computing: Technical Support
- HNC/D Computing: Software Development
- HNC/D Information Technology
- HNC/D Interactive Media
- HNC/D 3D Computer Animation
- HNC/D Computer Science
- HNC Computing

6.2.2 Professional Recognition

This NC Computing with Digital Media Group Award includes optional Units which are incorporated in the NPA in Professional Computer Fundamentals at SCQF Level 6.

Microsoft has recently introduced a qualification entitled 'Microsoft Technology Associate' (MTA) to which the NPA is mapped. The MTA certification helps centres teach and validate fundamental technology knowledge, provides candidates with a foundation for their careers and helps them gain the confidence they need to succeed in advanced studies, such as HN qualifications and Microsoft IT Professional exams.

The Microsoft Technology Associate qualification covers three main areas: IT Pro, Developer and Database. The pathways document can be accessed through the following link:

http://download.microsoft.com/download/2/7/1/2717166A-E6A1-4B31-8F61-5A0DC73B2F05/MTA_CertificationPathway.pdf

The IT Pro pathway leads on to Microsoft Professional level qualifications that are already embedded in the HN framework and this validation concentrates on the three sections under the IT Pro section, namely:

- Networking Fundamentals
- Security Fundamentals
- Server Administration Fundamentals

6.2.3 Transitional Arrangements

The NC in Computing with Digital Media at SCQF level 6 is a revision of G9GK 46 NC in Digital Media Computing at SCQF level 6. To achieve the revised award, five new mandatory Units should be completed. You must also check that the learner has at least five optional Units that exist in the new framework or have credit transfer to Units in the new framework.

The following table compares the Units from the old and new frameworks.

Shaded grey indicates the Unit is in both frameworks.
Units marked in bold in the right hand column are new or revised.
Units shaded yellow are new, created for the revised award.

Mandatory Units — G9GK 46		**Mandatory Units — Computing with Digital Media**	
F3SY 12	Computing: Computer Hardware and Systems	**F3SY 12**	**Computing: Computer Hardware and Systems**
F3SW 12	Computing: Digital Media Elements for Applications	**F3T2 12**	**Computing: Authoring a Website**
F1FF 12	PC Passport: Working with Internet and On-line Communications	**H6S9 46**	**Computing: Applications Development**
F3SX 12	Computing: Office and Personal Productivity Applications	**H6S7 46**	**Computing: Project**
F3GB 11	Communication	**J6B7 46***	**Network Literacy**
F3GF 11	Numeracy	**H60C 46**	**Computing: Academic Skills**
Optional Units — G8JK 45		**Optional Units — Revised Award**	
E9XD 10	Core Mathematics 2	F3GB 11	Communication
D11T 10	Core Mathematics 3	F3GF 11	Numeracy
D11V 11	Core Mathematics 4	**J6B6 46***	**Information Literacy**
D11W 11	Mathematics: Analysis/Algebra 1	**J6BA 46***	**Social Media Literacy**
ED51 12	Mathematics: Analysis/Algebra 2	FN84 11	Mathematics for Interactive Computing
D321 11	Mathematics 1	F57F 11	Preparing to Work
D322 11	Mathematics 2	H2P5 11	Programming for Mobile Devices
D323 11	Mathematics 3	H223 76	Software Design and Development
F3T2 12	Computing: Authoring a Website	H226 76	Information System Design and Development
F915 12	Computer Games: Design	**HX9V 46**	**Computer Games: Design**
F916 12	Computer Games: Media Assets	**HX9W 46**	**Computer Games: Media Assets**
F917 12	Computer Games: Development	**HX9X 46**	**Computer Games: Development**
F180 11	Computing: Interactive Multimedia for Website Design	**HW51 45**	**Computing: Interactive Multimedia**
F181 11	Computing: Web Design Fundamentals	**H614 45**	**Computing: Website Graphics**
F182 11	Computing: Website Design and Development	**HW52 45**	**Computing: Website Design and Development**
F3T5 12	Digital Media: Still Images	F3T5 12	Digital Media: Still Images
F3T6 12	Digital Acquisition and Editing: Video	F3T6 12	Digital Acquisition and Editing: Video
F3T7 12	Digital Acquisition and Editing: Audio	F3T7 12	Digital Acquisition and Editing: Audio
H2N5 12	Security Fundamentals	H2N5 12	Security Fundamentals
H2N6 12	Network Fundamentals	H2N6 12	Network Fundamentals
H2N7 12	Server Administration Fundamentals	H2N7 12	Server Administration Fundamentals
D36N 11	Enterprise Activity	H2P9 12	Mobile Technology: Architecture
DN81 11	Weblogs	H2TN 12	Mobile Technology: Media
DW7J 11	Social Software	H2PB 12	Mobile Technology: Security and Peripherals
F1P3 11	Information Literacy Skills	H2PA 12	Mobile Technology: Project
F1R2 11	Computer Games: Digital Games Design	H2PD 12	Mobile Technology: Web Page Creation
F1KD 11	Computing: Troubleshoot and Secure IT Systems		

Optional Units — G8JK 45	
F1KF 11	Computing: Install and Maintain Computer Hardware
F1KP 11	Computing: Install and Maintain Computer Software
F1KH 11	Computing: Computer Networking Fundamentals
F1KJ 11	Computing: Web Page Creation
D6RC 11	Introduction to Animation
F1KB 11	Computing: Animation Fundamentals
DF2Y 11	Software Development (Intermediate 2)
F1FC 11	PC Passport: IT Software Word Processing and Presenting Information
F1FB 11	PC Passport: IT Software Spreadsheet and Database
F1FA 11	PC Passport: IT Systems
HX9V 45	Computer Games: Design
HX9W 45	Computer Games: Media Assets
HX9X 45	Computer Games: Development
F3GD 11	Problem Solving
DV91 11	Creative Thinking and Goal Setting
D0F7 11	Multimedia Computing: Introduction to Digital Photography
DF2Y 12	Software Development (Higher)
F1FE 12	PC Passport: Working with IT Software: Word Processing and Presenting Information
F1FJ 12	PC Passport: Working with IT Software Spreadsheet and Database
F1FH 12	PC Passport: Working with IT Security for Users
F1FG 12	PC Passport: Working with Artwork and Imaging
F3T0 12	Computing: Installing and Maintaining Hardware
F3T1 12	Computing: Installing and Maintaining Software
F3T3 12	Computing: Plan and Build a Computer Network
F3T4 12	Computing: Troubleshoot and Secure IT Systems

6.2.4 Credit transfer

Learners may receive credit for any of the Units listed in the Transitional Arrangements which have been revised, but have retained the same Unit Code. The following Unit may receive credit transfer to the revised version. Units listed below.

Old Unit Code	Old Unit title	New Unit Code	New Unit title
F181 11	Computing: Web Design Fundamentals	H614 45	Computing: Website Graphics
F915 12	Computer Games: Design	HX9V 46	Computer Games: Design
F916 12	Computer Games: Media Assets	HX9W 46	Computer Games: Media Assets
F917 12	Computer Games: Development	HX9X 46	Computer Games: Development
F180 11	Computing: Interactive Multimedia for Website Design	HW51 45	Computing: Interactive Multimedia
F182 11	Computing: Website Design and Development	HW52 45	Computing: Website Design and Development

6.3 Opportunities for e-assessment

The design for some Units in the award requires that evidence of knowledge and understanding of key concepts and processes is obtained through a written test. This assessment process is therefore amenable to on-line assessment (or e-assessment) and centres are encouraged to adopt this approach wherever possible.

In cases where performance and product evidence is required, the usual checklists and pro forma could be substituted by electronic versions with a candidate's product(s) and progress reports stored in the form of an e-portfolio. As this technology develops centres are encouraged to adopt any such arrangements that SQA may put in place for securing and authenticating this evidence.

6.4 Support materials

A **list of existing ASPs** is available to view on SQA's website.

6.5 Resource requirements

Centres offering this qualification will be required to provide access to a range of computing devices, computer hardware, computer software, the internet and relevant online resources.

Where network restrictions are in place preventing access to specific relevant online resources it is acceptable for learners to access those resources out with the centre. Any evidence that may be generated out with the centre must be authenticated as stated on the relevant Unit specifications.

7 General information for centres

Equality and inclusion

The Unit specifications making up this Group Award have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence. Further advice can be found on our website **www.sqa.org.uk/assessmentarrangements**.

Internal and external verification

All instruments of assessment used within this/these qualification(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* **(www.sqa.org.uk/GuideToAssessment)**.

8 Glossary of terms

CfE: Curriculum for Excellence

Embedded Core Skills: is where the assessment evidence for the Unit also includes full evidence for complete Core Skill or Core Skill components. A learner successfully completing the Unit will be automatically certificated for the Core Skill. (This depends on the Unit having been successfully audited and validated for Core Skills certification.)

E-portfolio: E-portfolios offer benefits for learners, centres and SQA. They provide an electronic environment where centres can introduce more creative approaches to assessment and where learners can store and organise their learning and assessment evidence, in a range of media formats. For centres, this also means no longer having to print, copy and store paper-based portfolios. For SQA, e-portfolios provide a secure and flexible way to access assessment evidence and internal verification materials.

Fast track: is where a qualification is delivered over a shorter than normal period of time, eg from January - June compared to August - June. The learner will likely be timetabled for more classes per week and may be offered more e-learning.

Finish date: The end of a Group Award's lapsing period is known as the finish date. After the finish date, the Group Award will no longer be live and the following applies:

- candidates may not be entered for the Group Award
- the Group Award will continue to exist only as an archive record on the Awards Processing System (APS)

Graded Unit: Graded Units assess learners' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage learners to retain and adapt their skills and knowledge. (**Note to writer:** delete if not applicable to product type)

Lapsing date: When a Group Award is entered into its lapsing period, the following will apply:

- the Group Award will be deleted from the relevant catalogue
- the Group Award specification will remain until the qualification reaches its finish date at which point it will be removed from SQA's website and archived
- no new centres may be approved to offer the Group Award
- centres should only enter candidates whom they expect to complete the Group Award during the defined lapsing period

MA: Modern Apprenticeship

SQA credit value: The credit value allocated to a Unit gives an indication of the contribution the Unit makes to an SQA Group Award. An SQA credit value of 1 given to an SQA Unit represents approximately 40 hours of programmed learning, teaching and assessment.

SCQF: The Scottish Credit and Qualification Framework (SCQF) provides the national common framework for describing all relevant programmes of learning and qualifications in Scotland. SCQF terminology is used throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at **www.scqf.org.uk**.

Vendor qualifications: certifications offered by commercial technology suppliers.**SCQF credit points:** SCQF credit points provide a means of describing and comparing the amount of learning that is required to complete a qualification at a given level of the Framework. One National Unit credit is equivalent to 6 SCQF credit points. One National Unit credit at Advanced Higher and one Higher National Unit credit (irrespective of level) is equivalent to 8 SCQF credit points.

SCQF levels: The level a qualification is assigned within the framework is an indication of how hard it is to achieve. The SCQF covers 12 levels of learning. HNCs and HNDs are available at SCQF levels 7 and 8 respectively. Higher National Units will normally be at levels 6–9 and Graded Units will be at level 7 and 8. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Signposted Core Skills: refers to opportunities to develop Core Skills arise in learning and teaching but are not automatically certificated.

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. This document is the latest version and incorporates the changes summarised below. Centres are advised to check SQA's APS Navigator to confirm they are using the up to date qualification structure.

NOTE: Where a Unit is revised by another Unit:

- No new centres may be approved to offer the Unit which has been revised.
- Centres should only enter candidates for the Unit which has been revised where they are expected to complete the Unit before its finish date.

Version Number	Description	Date
10	**Revision of Units:** **H7E9 46 Information Literacy has been revised by J6B6 46 Information Literacy. H7E9 46 will finish on 31/07/2024.** **H7EA 46 Network Literacy has been revised by J6B7 46 Network Literacy. H7EA 46 will finish on 31/07/2024.** **H7EB 46 Social Media Literacy has been revised by J6BA 46 Social Media Literacy. H7EB 46 will finish on 31/07/2024.**	May 2022
9	**Revision of Units**: F3T5 12 Digital Media: Still Images (finish date 31/07/2021) has been replaced by HW4X 46 Digital Media: Still Images (start date 01/08/2019). F3T6 12 Digital Acquisition and Editing: Video (finish date 31/07/2021) has been replaced by HW4Y 46 Digital Media: Moving Images (start date 01/08/2019). F3T7 12 Digital Acquisition and Editing: Audio (finish date 31/07/2021) has been replaced by HW4W 46 Digital Media: Audio (start date 01/08/2019)	July 2019
8	**Revision of Unit:** Computer Games: Design (F915 12) has been revised by Computer Games: Design (HX9V 46) and will finish on 31/07/2020 **Revision of Unit:** Computer Games: Media Assets (F916 12) has been revised by Computer Games: Media Assets (HX9W 46) and will finish on 31/07/2020 **Revision of Unit:** Computer Games: Development (F917 12) has been revised by Computer Games: Development (HX9X 46) and will finish on 31/07/2020	May 2018
7	**Revision of Unit:** Computing: Interactive Multimedia for Website Development (F180 11) has been revised by Computing: Interactive Multimedia (HW51 45) and will finish on 31/07/2020. **Revision of Unit:** Computing: Website Design and Development (F182 11) has been revised by Computing: Website Design and Development (HW52 45) and will finish	December 2017

	on 31/07/2020.	
6	HA6J 46 Web Apps: Presentations, HA6L 46 Web Apps: Spreadsheets; HA6M 46 Web Apps: Word Processing GJ7V 46 NC Computing with Digital Media Level 6 as optional units.	October 2016
5	FN8R 11 Games Programming has been added into GJ7V 46 NC Computing with Digital Media Level 6 as an optional unit.	May 2016
4	H23W 75 Literacy has been added as an alternative to F3GB 11 Communication. H225 75 Numeracy has been added as an alternative to F3GF 11 Numeracy.	February 2016
3	H9E2 46 Data Security, H9J0 46 Digital Forensics and H9HY 46 Ethical Hacking from NPA Cyber Security at SCQF level 6 have been added to GJ7V 46 NC Computing with Digital Media as optional units.	August 2015
2	FR27 11 Volunteering Experience added to optional Units. PC Passport Units at SCQF level 6 added to options.	October 2014

Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of this qualification.

9 General information for learners

This section will help you decide whether this is the qualification for you by explaining what the qualification is about, what you should know or be able to do before you start, what you will need to do during the qualification and opportunities for further learning and employment.

The NC Computing with Digital Media Group Award at SCQF level 6 is designed to develop your skills and knowledge in a range of computing subject areas in preparation for either progression to a higher level course, or for employment.

To gain the award, you are required to successfully complete all six mandatory Units (7 SQA credits) and a further five optional Units (5 SQA credits). The mandatory Units are designed to give you fundamental knowledge and skills in:

- Computer hardware and systems
- Website design and development
- Software development
- Online skills including networking and sharing information
- Production of a computing project
- Development of academic skills including report writing

The NC in Computing with Digital Media Group Award at SCQF level 6 includes a range of optional Units, some of which which are incorporated into National Progression Awards (NPAs), for example Professional Computer Fundamentals. This NPA is mapped to a Microsoft qualification called 'Microsoft Technology Associate' (MTA). If your centre offers, and you achieve these Units there may be an opportunity to take Microsoft IT Professional exams.

Entry requirements for this NC Group Award are one of the following:

- NC in Digital Media Computing at SCQF level 5
- National 5 Computing Science qualification **plus** Core Skills in Communication and Numeracy at SCQF level 4 or above
- Equivalent qualifications or experience

The Units at SCQF level 6 are split between theory and practical and a range of assessment approaches may include:

- logbooks
- evidence of practical work
- e-portfolio
- multiple choice questions
- short response questions
- project

In addition the subject-specific skills mentioned above, the Group Award includes development of a range of Core Skills including *Communication, Numeracy, Problem Solving, Working with Others and Information and Communication Technology*.