**Pearson BTEC
Level 1/Level 2
Tech Award**

Centre Number

Learner Registration Number

Tuesday 4 February 2020

Afternoon (Time: 1 hour 30 minutes)

Paper Reference **21193L**

Digital Information Technology
Component 3: Effective Digital Working Practices

You do not need any other materials.

Total Marks

Instructions

- Use **black** ink or ball-point pen.
- **Fill in the boxes** at the top of this page with your name, centre number and learner registration number.
- Answer **all** questions.
- Answer the questions in the spaces provided
  – *there may be more space than you need.*
- This booklet contains material for the completion of the assessment under supervised conditions.
- This booklet is specific to each series and this material must only be issued to learners who have been entered to undertake the task in the relevant series.
- This booklet should be kept securely until the start of the 1 hour 30 minute supervised assessment period.

Information

- The total mark for this paper is 60.
- The marks for **each** question are shown in brackets
  – *use this as a guide as to how much time to spend on each question.*

Advice

- Read each question carefully before you start to answer it.
- Try to answer every question.
- Check your answers if you have time at the end.

Turn over ▶

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Pearson

Answer ALL questions. Write your answers in the spaces provided.

1   A doctor's surgery provides medical care for people in the local area. The surgery uses Information Technology to collect, store and process patient data.

(a) State **two** possible external threats to the patient data.

(2)

1 ....

2 ....

(b) A patient data breach would impact on the surgery.

One possible impact is damage to the surgery's public image.

Give **two other** possible impacts to the surgery.

(2)

1 ....

2 ....

(c) The surgery manager will create a password policy for staff.

Changing passwords regularly is one rule they will include.

Give **two other** rules they could include in this policy.

(2)

1 ....

2 ....

(d) New patients can register with the surgery using an online form.

Online forms must include accessibility features to assist users with additional needs.

State **two** accessibility features the surgery could include on the form.

(2)

1 ....

2 ....

(e) Usernames and passwords are used to restrict user access to patient data.

Explain **two other** ways the surgery can restrict user access.

(4)

1 ....

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2 ....

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(Total for Question 1 = 12 marks)

2 Jim has his own personal training business.

(a) Jim uses social media to communicate with his clients.

Give **two** advantages of using social media to communicate with clients.

(2)

1 ....

2 ....

(b) Jim creates individual training plans for his clients.

He uses cloud storage to store the plans.

Explain **one** drawback of using cloud storage.

(2)

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(c) To access his cloud storage area Jim logs in using his unique username and password.

Annotate the image to explain **two** ways the login page keeps his details secure when logging in.

(4)

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🔒 https://mycloudstorage.com

Username | jimtrain

Password | **************

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LOG IN

P 6 3 7 8 4 A 0 5 1 2
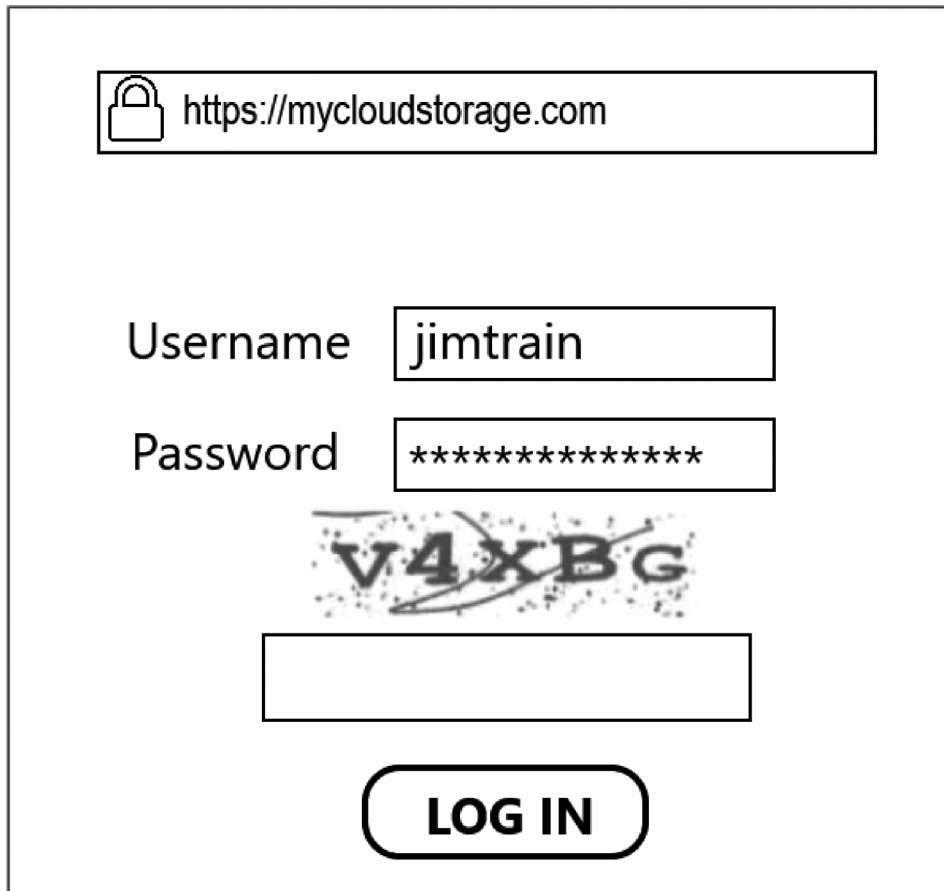
(d) Jim has created a logo for his business.

The logo and training plans are examples of his intellectual property.

Explain **two** ways Jim can protect his intellectual property.

(4)

1 ....

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2 ....

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(Total for Question 2 = 12 marks)

3 Anna works for an online estate agency.

She travels to different places to meet with people who are selling their houses.

She uses a company laptop to record the property details.

She then uploads the property details to the company website using a mobile network.

(a) Anna often loses connection to the mobile network.

Explain **one** reason why she loses connection.

(2)

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(b) Anna often works from home.

Explain **two** possible drawbacks to Anna of working from home.

(4)

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2 ....

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(c) The online estate agency has an acceptable use policy.

One condition in the policy states that employees are not allowed to use company laptops for personal use.

Explain **two** ways the company can monitor Anna's use of the laptop to make sure she is following the policy.

(4)

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2 ....

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(d) Anna uses an incremental backup for her data.

An incremental backup will only backup a file if:

• it has changed since the last backup

or

• the file is new/has never been backed up.

The incremental backup must repeat this process for all the files on Anna's laptop.

On page 9 draw a flowchart to show the process for an incremental backup.

(6)

(Total for Question 3 = 16 marks)

4 A car insurance company sells policies to customers all over the UK.

(a) The company uses communication tools to manage its staff.

One communication tool it uses is email.

Explain **one** other communication tool the car insurance company might use.

(2)

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(b) The company uses encrypted emails to send insurance documents to customers.

Using encrypted emails keeps the data safe when it is being transmitted.

Describe how encryption protects transmitted data.

(3)

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(c) The car insurance company uses cloud computing to provide employees with access to resources.

Discuss the benefits of using cloud computing to provide access to resources.

(6)

P 6 3 7 8 4 A 0 1 1 1 2

(d) The car insurance company stores personal data about its customers.

There are a number of data protection principles that are designed to protect a customer's personal data.

These principles are enforced by UK legislation.

Assess what the company will need to do to make sure it follows the data protection principles and UK legislation.

(9)

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(Total for Question 4 = 20 marks)

TOTAL FOR PAPER = 60 MARKS