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**GENERIC COMPUTING**  
**Create a web page using a template**

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<b>level:</b>	1
<b>credit:</b>	2
<b>final date for comment:</b>	December 2006
<b>expiry date:</b>	December 2007
<b>sub-field:</b>	Computing
<b>purpose:</b>	People credited with this unit standard are able to plan and produce a web page using a template, and select and place appropriate graphics to enhance the web page.
<b>entry information:</b>	Open.
<b>accreditation option:</b>	Evaluation of documentation by NZQA.
<b>moderation option:</b>	A centrally established and directed national moderation system has been set up by NZQA.
<b>special notes:</b>	<ol style="list-style-type: none"><li>1 The unit standard focuses on the ability to create a simple web page, using text and graphics, with the aid of a template. It does not assess design in terms of layout.</li><li>2 Candidates for this unit standard will be provided with a template that contains facilities to position text, graphics, and headings. It may also include a spell check facility.</li><li>3 Legislation relevant to this unit standard includes but is not limited to the: Health and Safety in Employment Act 1992, the Copyright Act 1994, and their subsequent amendments.</li><li>4 An assessment resource to support computing unit standards (levels 1 to 4) can be found on the NZQA website at <a href="http://www.nzqa.govt.nz/providers/resources/index.html">http://www.nzqa.govt.nz/providers/resources/index.html</a>.</li></ol>

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**Elements and Performance Criteria**

**element 1**

Plan a web page.

**performance criteria**

- 1.1 The plan identifies the purpose of the web page and its intended audience.
- 1.2 The plan identifies text, heading, and graphics for the web page, and justifies selection in terms of purpose and target audience.

**element 2**

Produce and enter text for the web page with the aid of the template.

**performance criteria**

- 2.1 Text and heading are consistent with the plan, are entered on the web page, and checked for spelling and punctuation.

**element 3**

Select and place appropriate graphics to enhance the web page.

**performance criteria**

- 3.1 Graphics consistent with the plan are entered to enhance the page.
- 3.2 Completed web page is saved to a file.

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**Comments on this unit standard**

Please contact NZQA National Qualifications Services [nqs@nzqa.govt.nz](mailto:nqs@nzqa.govt.nz) if you wish to suggest changes to the content of this unit standard.

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#### **Please Note**

Providers must be accredited by the Qualifications Authority or a delegated inter-institutional body before they can register credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by the Qualifications Authority before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for providers wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

This unit standard is covered by AMAP 0226 which can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.