

Digital Technologies Level 3 Business Technology (3BTC)

Description: The aim of this course is to provide students with an opportunity to develop and evaluate digital solutions within an organization.

Content: This course has 4 main areas of study:

- An introduction to Flatfile Databases
- An introduction to graphic manipulation and web design
- An introduction to basic 2D animation
- An introduction to video editing software.
- All content is project based and requires research, planning and reporting skills.

Skill Development:

- Flat file Databases – use Microsoft Access database to create tables, queries, reports and forms.
- Website Design – use Dreamweaver MX2004 to create interactive web pages.
- Graphics – use Macromedia Fireworks and to create and compress animations and graphics suitable for a web page.
- Video editing – use Windows Movie Maker to create and edit digital movies.

Generating and Developing Ideas:

- Demonstrate efficient and advanced use of data, text, and media in effective and enterprising ways.
- Show evidence of project management skills throughout a project's entire lifecycle.
- Work collaboratively with a stakeholder to address an authentic issue.

Assessment: Assessment is based on the following Unit Standards:

Reg. No	Unit Standard Title	Level	Credits	Method	Domain
US 2787	Create and use a computer database to provide a solution for organisation use	3	6	I	C
US 5947	Use Computer Technology to solve a specified problem	3	3	I	C
US 25658	Create a website for a stakeholder using a dedicated web authoring tool	3	5	I	C
US 2789	Produce desktop published documents for organisational use	3	6	I	C
TOTAL			20		

(Key: Method = internally or externally assessed; C = Generic Computing)

A combination of practical internal tests and project work as required for NZQA Level 3 Computing Unit Standards with the aim of achieving the National Certificate in Computing

Qualifications:

NCEA Level 3 – up to 20 credits. The Unit Standards can be included in the National Certificate of Computing, Level 3.

Entry Requirements: Open Entry.

Equipment needed: Clearfile, visual diary, USB Flash drive.

