

SAMPLE ASSESSMENT MATERIAL

Level 3 Cambridge Technical in IT

05838/ 05839/ 05840/ 05841/ 05842

Unit 2 Global Information

PRE-RELEASE

Date – Morning/Afternoon

Time Allowed: 1 hour 30 minutes

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Organisational profile

Introduction

Progress Vision is a UK-based charity that works around the World providing eye care. Although the administration centre, optical workshop and main fund raising activities are in the UK, the majority of staff work abroad, in developing countries.

Activities

Progress Vision's main activities in the UK are:

- fund raising
- increasing awareness of its work
- sourcing glasses to be recycled (new and used)
- repairing pairs of glasses
- refurbishing computers and ophthalmic test equipment donated within the UK
- training field workers to carry out eye examinations
- training field technicians to install and maintain computers and test equipment.

Progress Vision's main activities in developing countries are:

- providing free eye examinations to target groups of people
- prescribing and supplying recycled glasses as needed to the target groups
- commissioning the refurbished computers and ophthalmic test equipment
- training local medical staff to use the computers and test equipment and also to prescribe glasses themselves.

As well as the patient data from its own eye tests, Progress Vision receives patient information from the health services in some of the countries with which it works; this allows it to help more people. Once Progress Vision has issued glasses to a patient, it sends the relevant information to the health service of that country.

Website

Progress Vision has a website structure consisting of five static web pages as shown in **Fig. 1**. Each static web page contains text, images and an animated banner. The 'Our Projects' web page also has four videos of Progress Vision's work overseas. The 'Support Us' web page has a link to a thirdparty website called 'Give-Free'.

Donations

The Give-Free website allows individuals in the UK to make online donations to Progress Vision using payment cards. It also allows UK donors to set up regular direct debit payments. Give-Free transfers 100% of every donation to Progress Vision's bank account. Every week, Give-Free sends information about the donors and the amounts donated, to the finance department at Progress Vision as a spreadsheet file that is sent via email. An example is shown in **Fig. 2**.

Optical workshop

On average, the optical workshop at Progress Vision processes approximately 10 000 pairs of glasses each year. It receives recycled pairs of glasses from opticians and charity shops. In addition, it is sent customer returns and unsold frames from several manufacturers. The workshop has to store and catalogue each pair of glasses as well as spare parts purchased, recording the data in a computer database.

This database is used to record:

- data about each pair of glasses worked on
- data on each employee working in the optical workshop
- data on all spare parts in stock, including the price and supplier
- contact data on each supplier used.

The database is backed up at the end of every day onto removable media which the workshop manager then takes home.

Fig.3 shows an excerpt from the 'Jobs' database table, showing some complete records. The actual database table contains all the data about every pair of glasses that the optical workshop has worked on for the last five years.

Appendix

Structure diagram of the current Progress Vision website

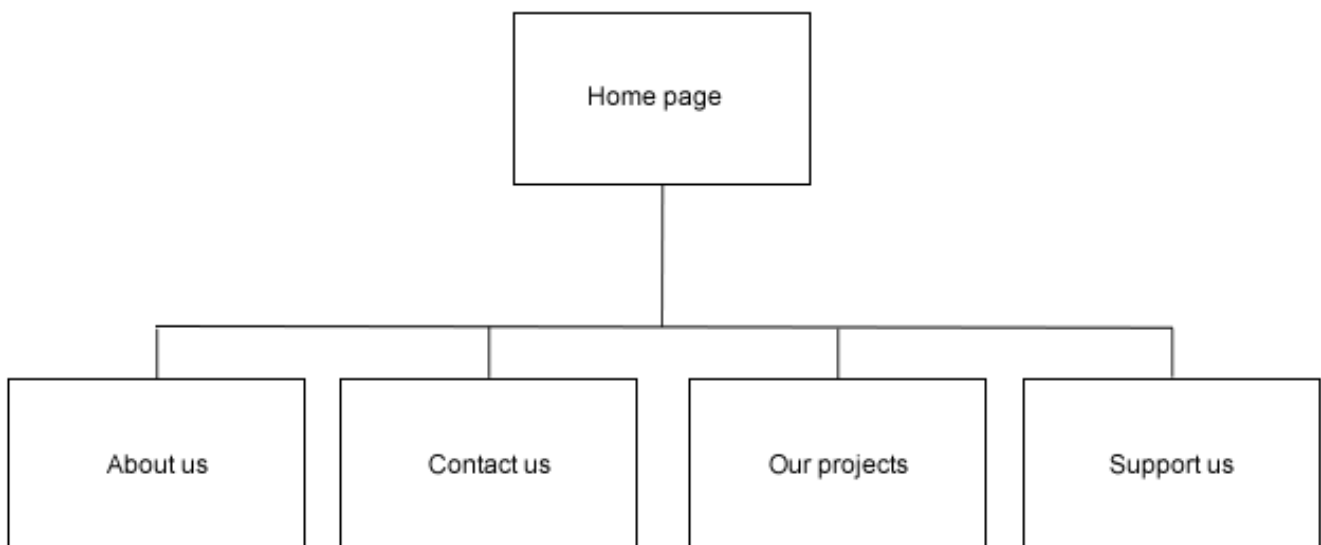


Fig. 1

Excerpt from a spreadsheet sent from Give-Free to Progress Vision

Unique Payment ID	Date	Time	Value	Title	First Name	Last Name	Payment Card
123785	12/02/2014	11:04	£5.00	Ms	Maya	Rai	xxxx-xxxx-xxxx-1276
123786	12/02/2014	12:12	£10.00	Miss	Katie	Starling	xxxx-xxxx-xxxx-6478
123787	12/02/2014	12:22	£10.00	Mr	Douglas	Grace	xxxx-xxxx-xxxx-2704
123788	12/02/2014	12:27	£5.00	Sir	Adam	Hussein	xxxx-xxxx-xxxx-7467
123789	12/02/2014	12:28	£23.00	Ms	Alberta	Wright	xxxx-xxxx-xxxx-4533
123790	12/02/2014	12:40	£12.00	Mrs	Kathleen	Retallick	xxxx-xxxx-xxxx-1122
123791	12/02/2014	12:56	£4.00	Mrs	Louisa	Mahon	xxxx-xxxx-xxxx-7893

Fig. 2

Excerpt from the 'Jobs' database table used in the optical workshop

Unique job	Job type	Time taken	Ready to ship	Date received	Shipment date	Prescription	Frame colour	Condition
1	Re-lens	00:20	<input checked="" type="checkbox"/>	13/05/2014	28/07/2014	+1.5 -0.90 100	Red	Mint
2	Re-lens	00:12	<input type="checkbox"/>	13/05/2014		+2.25 -0.75 65	Silver	Good
3	Polish lens	00:16	<input checked="" type="checkbox"/>	14/05/2014	12/02/2015	+1.25 -0.90 85	Black	Good
4	Clean	00:05	<input checked="" type="checkbox"/>	14/05/2014	07/09/2014	+1.5 -0.80 100	Gold	Average

Fig. 3

You must research:

- data analysis tools that could be used by individuals and small organisations;
- the legislation/regulation relating to information security and data protection in the UK and overseas;
- the ways in which charities use web sites to raise awareness of their work;
- how and why different information formats and different information styles are used on the World Wide Web;
- how the quality of information can affect organisations;
- how organisations handle personal data, the ways in which anonymisation can be used to maintain privacy and the dangers of re-identification.

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