**ICT ESSAY**

**An essay does not have a Table of Contents**

**Generally an essay does not have headings but I not mark you down if you use them.**

**Ensure spelling and grammar are perfect with paragraphs for each section**

**Ensure to include an introduction paragraph before writing about the aspects of technology. Describe what ICT is in your introduction, how prevalent it is, how its integral to all parts of our lives and discuss what you are going to cover in your essay.**

**ASPECTS**

* Computing
* Technology
* Hardware
* Software
* Apps
* Audio Visual
* Telecommunications
* devices

*Advantages and disadvantages are not specifically marked but should be evident throughout the assignment – through the personal and private impacts and through the Issues and Developments sections*

**PERSONAL LIFE USE**

Think of the 4 walls of your house

Remember to discuss the technology but very importantly the IMPACT good and bad

* Discuss personal use, personal time on phone etc
* Social Media
* Smart TVs
* Accessing suppliers etc from home
* Hobbies in your own home such as Cookery, Fitness, Learning (School, College, Courses)
* What apps do we use?
* Email, whatsapp, facebook – contacting family abroad
* Onine bullying issues
* Storage on icloud – photos etc
* Using Microsoft products – word for letters and writing,
* Personal banking
* Booking tickets, holidays
* News channels through tv or online
* Fridge, freezers, central heating, timer switches, cookers

**PUBLIC LIFE**

Remember to discuss impacts – good and bad

* Revenue on line, Car tax online, CAO
* Shopping online and cashier free tills – self service
* ATMs for lodging and withdrawals, Bank cards payment
* Revolut and online banking transfers, Paypal
* banks – applying for loans
* Renting / Buying Houses searches – bidding process
* Emails and video conferencing – cut down on flying – cheaper
* Medical records
* Legal records
* Colleges
* Business – storage, retrieval of docs, back up and recovery, sharing of info
* Business efficiency
* Storage of records for legal reasons – 7 years financial data
* Remember to relate to your industry so discuss financial software packages like Sage, Payroll, HR packages etc

**CURRENT ISSUES IN COMMUNICATIONS IN INFORMATION TECHNOLOGY (particularly in your industry)**

* GDPR
* Hacking and data theft
* Our dependency on it and if it fails
* Human abuse – personally through bullying and harassment – Law library recent case where group of lads were rating females based on looks
* Work place – always contactable via phone and email – do we ever get a break in evenigns, weekends and holidays – leads to stress
* Encryption of data, Data security breaches
* Software updates – constantly updating to stay current
* Viruses and Corruption malware
* Recruitment changes – staff need IT skills as well as other skills such as tax or finance etc

**FUTURE DEVELOPMENTS IN YOUR INDUSTRY (particularly in your industry)**

* AI
* Robotics
* Drones
* Quantum computing
* Look at the essay we read for our Reading Brief – 10 technologies
* Also some changes in personal life too

**LEGISLATION**

Name each act fully and describe what it does and some of its main points

* Health and Safety
* Data Protection act
* Freedom of Information Act