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| **COURSE NAME / CODE** | | | BTEC National Subsidiary / Diploma / Extended Diploma in IT |
| **UNIT(s) No / Name** | | | Unit 07 – Organisational Systems Security |
| **LEVEL** | 3 | Assignment No & Title | Assignment 2 - Secure Your Threats |

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| **LECTURER/ASSESSOR** |  | | | | |
| **ISSUE DATE** | 3rd October 2016 | **DEADLINE DATE** | | 17th October 2016 | |
| **SUBMISSION DATE** |  | |  | | |
| **RESUBMISSION AUTHORISATION**  BY LEAD INTERNAL VERIFIER\* |  | | **Authorisation Date (By iv)** | |  |
| **RESUBMISSION DATE\*\*** |  | |  | | |

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| **\***All resubmissions must be authorised by the **Lead Internal Verifier**. Only **one** resubmission is possible per assignment, providing:   * The learner has met the initial deadlines set in the assignment, or ha met an agreed deadline extension * The tutor considers that the learner will be able to provide improved evidence without further guidance * Evidence submitted for assessment has been authenticated and accompanied by a signed and dated declaration of authenticity by the learner   \*\*Any resubmission evidence **must** be submitted within 10 working days of receipt of assessment |

**Student declaration**

*I declare that this assignment is all my own work and the sources of information and material I have used (including the internet) have been fully identified and properly acknowledged as required.*

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| **STUDENT NAME** | **SIGNATURE** |
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**ASSESSMENT DETAILS & GRADING CRITERIA**

(NB: Columns 1 &2 of the table below will be completed once the assignment has been submitted) Please note that criteria & evidence should be aimed to give the learner the maximum grade available within their qualification (i.e. A, Pass, Distinction)

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| **Learning Aims Covered** | | |  | | |  | |  |
| LO2 | | Know how organisations can keep systems and data secure | | | | | | | | | |
| **GRADING CRITERIA FOR TASK** | | | **EVIDENCE** | **EVIDENCE SEEN** | | **Page No#** | **CRITERIA MET** | | | | |
| **Y** | **N** | **Y** | | **I** | **N** | **IV** |
| P2 | Describe how physical security measures can help keep systems secure | | Task 1 - Presentation |  |  |  |  | |  |  |  |
| P3 | Describe how software and network security can keep systems and data secure | | Task 1 - Presentation |  |  |  |  | |  |  |  |
| M2 | Explain the operation and use of an encryption technique in ensuring security of transmitted information | | Task 2 – Presentation or report |  |  |  |  | |  |  |  |
| D1 | Discuss different ways of recovering from a disaster | | Task 3 - Presentation |  |  |  |  | |  |  |  |

**KEY: Y = Yes, I = Incomplete, N = No**

**BREAKDOWN OF HOW GRADES WILL BE AWARDED:**

(NB: Please tick as appropriate)

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| **TYPE OF QUALIFICATION** | **TICK** | **DESCRIPTION** |
| **BTECS / WORKSKILLS** | **√** | Pass / Merit / Distinction / Fail |
| **A LEVELS / A2** |  | A-U |

**Internal Verification of Assignment Brief**

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| --- | --- | --- | --- | --- | --- |
| **IV Full Name** |  | **Signed** |  | **Date:** |  |
| **LIV Full Name** |  | **Signed** |  | **Date:** |  |



**BTEC Sample Material**

**Learner Consent Declaration**

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| **Centre No & Name** | **51330 – UTC Reading** | |
| **Subject & Level** | **BTEC National Subsidiary / Diploma / Extended Diploma in IT** | **3** |
| **Unit No & Title** | **Unit 07 – Organisational Systems Security** | |
| **Learner No & Name** |  | |

I agree to the learner work identified above, after having been made anonymous, being used to support any of the following activities, which may involve the display of work online through the BTEC website or through publications:

* Professional Development and Training
* Centre Assessment Example Material
* Standardisation Support
* Publication Materials

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| **Assessor Signature** |  |
| **Name** (block capitals please) |  |
| **Job Title** |  |
| **Date**: |  |

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| **Learner Signature** |  |
| **Name** (block capitals please) |  |
| **Parent/Guardian consent if under 16 years of age** |  |
| **Date**: |  |

Please ensure that this sheet is completed on submission of your assignment.

Please note that your assignment **MUST** have the following (unless otherwise stated):

1. Cover page
2. Table of Contents
3. Introduction
4. Conclusion
5. Bibliography & References

**SCENARIO**

You are a junior for an IT consultancy firm in Hook. Your manager Susan Dillon has asked you to create a presentation that can be given to organisations in your field (detailed below) to describe how they can keep their systems and data secure.

You are placed in a group for the sole purpose of being able to narrow down the reports to organisation types.

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| Aerospace |  |
| Banks |  |
| Government |  |
| Educational institutions |  |
| Television broadcast company |  |
| Pharmaceutical company |  |
| Software development house |  |
| Law firm |  |
| Personal security company |  |
| Swiss Safety Deposit Vault |  |

**TASK 1 create a presentation that can be demonstrated when a company from your company type visits the consultancy**

You have been asked to outline and describe what physical measures can be taken to keep a system secure. Make sure that you relate it to your organisation type above and give a consideration to other types of organisations that might be privy to your organisation type’s information systems/systems. (P2)

Then expanding on the points above, describe the software and network security features that need to be considered (P3)

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| **To achieve the criteria you must show that you are able to:** | **Unit** | **Criterion Reference** |
| *How an organisation can keep systems secure. Consideration must be given to other organisations that may come into contact with your organisation’s systems.* | 07 | P2 |
| *Detail software and network features that are needed to be considered when securing a system.* | 07 | P3 |

**TASK 2 - detailing a separate section in your presentation on encryption**

Thinking about encryption – give an explanation of the operation and use of an encryption technique to ensure that the information that is transmitted to its destination securely. If need be – this criterion can be done as an extension to P3 so that you can emphasise your point.

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| **To achieve the criteria you must show that you are able to:** | **Unit** | **Criterion Reference** |
| *Create a presentation or report detailing at least 3 encryption techniques, showing how data would be transmitted securely. This can be incorporated into P3 if this is being done as a presentation (with notes).* | 07 | M2 |

**TASK 3 - detailing a separate section in your presentation on disaster recovery**

Thinking about disaster recovery – given an explanation of what disaster recovery is and what the options are. You should detail how and when they would be used to aid an organisation. This does not have to be in relation to your organisation type, but you should be able to detail options that are available.

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| **To achieve the criteria you must show that you are able to:** | **Unit** | **Criterion Reference** |
| *Create a presentation or report detailing (i) what recovery options are (ii) when they are used to aid an organisation (iii) how they can be utilised by an organisation.* | 07 | D1 |

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| Sources of information | <http://www.baesystems.com/>  <http://www.aerospace.co.uk/>  <https://www.gov.uk/>  <http://www.ofsted.gov.uk/>  <http://en.wikipedia.org/wiki/Media_conglomerate>  <http://newscorp.com/>  <http://www.jnj.com/>  <http://www.pfizer.com/>  <http://www.roche.com/index.htm>  <http://www.boxuk.com/software-development/>  <http://www.dcslsoftware.com/>  <http://www.geeks.ltd.uk/home.html>  <http://www.simmons-simmons.com/>  <http://www.cliffordchance.com/>  <http://www.magentasecurity.co.uk/>  <http://www.quantumtrading.co.uk/index.html> |