

# Assessment Brief – ICT Skills

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| **Module Title:** Communications | **Code:** 5N0690 |
| **Tutor: Milica Traljic** | **Weighting:** 10% |
| **Issue Date: 20/02/23** | **Due Date: 28/02/23** |
| **Student name (Block letters):** | **Class group:** |

**Learning Outcomes 6, 9, 10 and 11 are assessed in this brief**

* **ICT Practical Skills Demonstration**
* You will complete a number of tasks which will demonstrate your use of a range of Communications Technology skills relevant to your vocational area.
* Sending/ receiving email,
* Attaching documents
* Internet navigation and use
* Creating and sharing information through social media websites i.e. blogs, Moodle forums etc**.**
* Uploading/Downloading information etc.

Guidelines:

1. You will be expected to send and receive **emails** to your tutor, with **attachments**, supplying **screenshots** as evidence. **Pay attention to grammar, spelling and punctuation!**
2. You will be expected to post to Moodle (submitting screen shots as evidence).
3. **All instructions for this brief are in the email you just received from mtraljic.dbc@lmetb.ie**

***Plagiarism Declaration:***

I declare that this material, which I now submit for assessment, is entirely my own work and has not been taken from the work of others, save and to the extent that such work has been cited and acknowledged within the text of my work. This assignment, or any part of it, has not been previously submitted by me or any other person for assessment on this or any other course of study.

I understand that plagiarism, collusion, and copying is a grave and serious offence in LMETB, and I accept the penalties that may be imposed should I engage in plagiarism, collusion, or copying.

**Candidate’s signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_