

COURSE NAME / CODE		BTEC National Subsidiary / Diploma / Extended Diploma in IT	
UNIT(s) No / Name		5 – Managing Networks	
LEVEL	3	Assignment No & Title	Assignment 2 – Managing a Network

LECTURER/ASSESSOR		Ian Middleton / Sandra Joseph	
ISSUE DATE		18 th Dec 2015	DEADLINE DATE 20 th January 2016
SUBMISSION DATE			
RESUBMISSION AUTHORISATION BY LEAD INTERNAL VERIFIER*			AUTHORISATION DATE (BY IV)
RESUBMISSION DATE**			

*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 has 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.

STUDENT NAME	SIGNATURE

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)

CONTEXT FOR TASK		TASK								
See scenario overleaf		See tasks below								
GRADING CRITERIA FOR TASK		EVIDENCE	1) EVIDENCE SEEN			Pg No	2) CRITERIA MET			
			Y	P	N			Y	P	N
P5	Interrogate a network to identify the network assets and their configuration	Task 1 Witness Statement / Log book								
P6	Undertake routine network management tasks.	Task 1 Report								
M3	Keep accurate records of network management tasks.	Task 1 Report / logs								
D2	Design a network security policy for a small organisation.	Task 1 Report (Network Policy)								

KEY: Y = Yes, P = Partially, N = No

BREAKDOWN OF HOW GRADES WILL BE AWARDED:

(NB: Please tick as appropriate)

TYPE OF QUALIFICATION	TICK	DESCRIPTION
BTECS / WORKSKILLS	√	Pass / Merit / Distinction / Fail
OTHER (Please Indicate)		

Internal Verification of Assignment Brief

IV Full Name		Sign		Date:	
LIV Full Name		Sign		Date:	

BTEC SAMPLE MATERIAL

LEARNER CONSENT DECLARATION

Centre No & Name	51330 – UTC Reading	
Subject & Level	BTEC National Subsidiary / Diploma / Extended Diploma in IT	3
Unit No & Title	5 Managing Networks	
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

Assessor Signature		
Name (block capitals please)	SANDRA JOSEPH	IAN MIDDLETON
Job Title	Director of Vocational Learning	Lecturer
Date:		

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.

Unit 05

Network Management



What type of network manager are you?



Assignment 2 – Managing a Network

Scenario

You work for a growing business called “Networks R Us” owned by Trayan MacMaho. The company is based Southampton, Hampshire but have offices throughout the country. They primarily deal with designing and implementing network solutions for all ranges of companies. As part of their services they also have to educate the prospective companies to networking services and where their services fit into the whole scheme of things.

The sales force for the company are fluent in giving presentations on all aspects of technology, but as there is a recession on, companies are reluctant to invest in new technology. You have moved departments from Sales to Technical and you now have to perform hands-on identification of services required.

Please note that your assignment **MUST** have the following:

1. Cover page
2. Contents page
3. Introduction
4. Conclusion
5. Bibliography

Undertake the following routine maintenance. Ensure that you maintain a log and have a Witness Statement to show that the task was done.

- P5 – looking at a network that your lecturer directs you to, have a look at the network and identify the configuration and the assets on the system (ensure that the log book/sheets are completed and handed in and that you create a plan of the network configuration).
- P6 – you are required to undertake routine maintenance on a number of machines and provide evidence to this, by the form of a report with pictures and how and what you did.
- M3 – expanding on P6, all of the records/logs of the activities for P6 must be submitted to obtain grade.
- D2 - You have been asked to create a network security policy for a small organisation (choose organisation type below). Your policy must cover the following aspects of the business and ensure data integrity and confidentiality but at the same time ensure that it is still accessible:-
 - Reviewing of user access and rights
 - Penetration testing
 - Security audits
 - Reviewing of firewall access
 - Access control list polices



- Solicitors
 - Bank
 - Council Benefit Office
 - Cleaning firm
- Businesses to choose from

FOR THE PASS CRITERIA

P5	Log sheets/book detailing the configuration and assets on a system
P6	Report with pictures and write-up on a number of maintenance issues. Witness statements can also be included for this criteria

FOR THE MERIT CRITERIA (If appropriate)

M3	Records or logs of the maintenance done for P6 including Witness Statement required for P6
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FOR THE DISTINCTION CRITERIA (If appropriate)

D2	Report detailing a network security policy for a small organisation for all aspects of the business.
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Marking Sheet for Unit 05 Information Systems Assignment 2

P5

- ☐ identify configuration and assets
- ☐ Log book / Sheet (2 parts act as 1 entry)
- ☐ plan of the network configuration

P6

- ☐ Observation Sheet(s)
- ☐ report with:-
- ☐ pictures to prove that they completed the exercise (optional)
- ☐ write up of what was done
- ☐ write up of how it was done

M3

- ☐ report of the activity undertaken in P5/6 - can be part of the write-up for P6 if it is detailed enough

D2

- ☐ Network security policy based on a business in the assignment brief
- ☐ data integrity
- ☐ confidentiality
- ☐ review of user access and rights
- ☐ penetration testing
- ☐ security audits
- ☐ review of firewall access
- ☐ ACL policies