|  |  |  |  |
| --- | --- | --- | --- |
| **COURSE NAME / CODE** | | | BTEC National Subsidiary / Diploma / Extended Diploma in IT |
| **UNIT(s) No / Name** | | | Unit 3: Information system |
| **LEVEL** | 3 | Assignment No & Title | Assignment 2: Management information system |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **LECTURER/ASSESSOR** | Gargi Gupta/Emmanuel Oladipo | | | | |
| **ISSUE DATE** | 27.04.16 | **DEADLINE DATE** | | 13.05.16 | |
| **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 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.*

|  |  |
| --- | --- |
| **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)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Learning Aims Covered** | | |  | | |  | |  |
| LO3 | | Know the features and functions of information systems | | | | | | | | | |
| LO4 | | Be able to use IT tools to produce management information | | | | | | | | | |
| **GRADING CRITERIA FOR TASK** | | | **EVIDENCE** | **EVIDENCE SEEN** | | **Page No#** | **CRITERIA MET** | | | | |
| **Y** | **N** | **Y** | | **I** | **N** | **IV** |
| P4 | Describe the features and functions of information systems | | Task 1: Report |  |  |  |  | |  |  |  |
| P5 | Identify the information systems used in a specified organisation | | Task 1: Report |  |  |  |  | |  |  |  |
| P6 | Select information to support a business decision-making process | | Task 1:Report |  |  |  |  | |  |  |  |
| P7 | Use IT tools to produce management information | | Task 2:Presentation/ detailed report |  |  |  |  | |  |  |  |
| M3 | Generate valid, accurate and useful information | | Task 2: Report with evidence |  |  |  |  | |  |  |  |
| D2 | Justify the information selected to support a business decision-making process | | Task 1: Report |  |  |  |  | |  |  |  |

**KEY: Y = Yes, I = Incomplete, 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 |
| **A LEVELS / A2** |  | A-U |

**Internal Verification of Assignment Brief**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **IV Full Name** |  | **Signed** |  | **Date:** |  |
| **LIV Full Name** |  | **Signed** |  | **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** | **Unit 3: information System** | |
| **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) | Gargi Gupta |
| **Job Title** | Lecturer in IT |
| **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.

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**

TelX’s integration with CompanyA was very successful and as a result you have just been promoted to Head of Cyber Security. As head of the Cyber Security department you would like to produce regular reporting on your company’s customer base, cyber threats/risks across the business and financial reporting/tracking. You’ve engaged with your technician to address your requirements and ensure the reporting can be produced in a repeatable, efficient and consistent format. A great deal of software was installed on your computers and it is vital that the use of information is clearly understood to ensure we do not break any laws, otherwise we could face fines.

There has been a security breach in your competitors’ organisation, where hackers broke into their customer billing database using an SQL Trojan attack, which inserted code into the database via the browser page every four days, placing data into a zip file and sending it back through an FTP. Your competitors never encrypted users' personal information, hackers gained access to names, accounts numbers, and verification codes to more than 10 million card holders.

* + As Head of Cyber-Security the CEO of TelX has asked you what risk is this to our business and how are we protected/ensure protection is in place.

**TASK 1 Evidence you must produce for this task.**

Create a report

|  |  |  |
| --- | --- | --- |
| **To achieve the criteria you must show that you are able to:** | **Unit** | **Criterion Reference** |
| Produce a proposal for your company’s new information system, summarizing its current features and functions and then explain how you would implement your proposals. | 3 | P4 |
| Identify and recommend information systems required for the IT firm to run effectively. Detail the use of your chosen system and why. | 3 | P5 |
| Suggest how you would define what information is required to develop the required management information and outline what checks you would use to ensure accuracy. | 3 | P6 |
| Justify the information selected, in P6, to support the business decision making process. Within this justification you should include the benefits to your company, using examples which clearly show improved efficiently and increased profit | 3 | D2 |

**TASK 2 Evidence you must produce for this task.**

Presentation or detailed report:

|  |  |  |
| --- | --- | --- |
| **To achieve the criteria you must show that you are able to:** | **Unit** | **Criterion Reference** |
| Produce a report or presentation to explain how your information and computer systems are protected from this attack, and if not what are your next steps as Head of Cyber Security and the funding you require to mitigate the risk. (see resources in section “source of information”) | 3 | P7 |
| Following on from P7 justify why your recommendation is valid, accurate and relevant i.e. fit for purpose. | 3 | M3 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sources of information | **Indicative reading for learners**  **Textbooks**   1. Chaffey D – E-business and E-Commerce Management, Second Edition (FT Prentice Hall, 2003) ISBN-10 0273683780, ISBN-13 978-0273683780 2. Web links  |  |  | | --- | --- | | **Name** | **References** | | SOPHOS Security Threat Trends 2015 | <https://www.sophos.com/threat-center/medialibrary/PDFs/other/sophos-trends-and-predictions-2015.pdf> | | IT Security Threats | Symantec | <http://www.symantec.com/security_response/> | | Wikipedia | <https://en.wikipedia.org/wiki/List_of_cyber_attack_threat_trends> | | RecordedFuture | <https://www.recordedfuture.com/cyber-threat-landscape-basics/> | | Infoworld | <http://www.infoworld.com/article/2616316/security/the-5-cyber-attacks-you-re-most-likely-to-face.html> | | Wikipedia | <https://en.wikipedia.org/wiki/Software_license> | | GNU.Org | <http://www.gnu.org/licenses/license-list.html> | | Bricklin | <http://www.bricklin.com/licensingthinking.htm> | | OMTCO | <http://omtco.eu/references/licensing/> | | Webpedia | <http://www.webopedia.com/TERM/S/software_licensing.html> | | Opensource.org | <http://opensource.org/licenses> | | ITS.UNCG.edu | <https://its.uncg.edu/Software/Licensing/> | | BSA | <http://www.bsa.org/anti-piracy/tools-page/software-piracy-and-the-law> | | ITLaw | <http://itlaw.wikia.com/wiki/Software_license> | | EnterpriseITGuide | <http://www.enterpriseitguide.com/legal/software-licensing-and-the-law/> | | ContractLaw | <https://www.contactlaw.co.uk/software-licensing-laws.html> | | IfossLawBook | <http://ifosslawbook.org/uk/> | | Gov.uk | <https://www.gov.uk/data-protection/the-data-protection-act> | | ICO.ORG | <https://ico.org.uk/for-organisations/guide-to-data-protection/> | | Wikipedia | <https://en.wikipedia.org/wiki/Data_Protection_Act_1998> | | ASD.GOV.AU | <http://www.asd.gov.au/infosec/top-mitigations/top-4-strategies-explained.htm> | | MSDN.Microsoft | <https://msdn.microsoft.com/en-us/library/windows/desktop/ms717803(v=vs.85).aspx> | | Mitre.Org | <http://www.mitre.org/publications/systems-engineering-guide/acquisition-systems-engineering/risk-management/risk-mitigation-planning-implementation-and-progress-monitoring> | | Cisco | <http://www.cisco.com/web/about/security/intelligence/worm-mitigation-whitepaper.html> | | Wikipedia | <https://en.wikipedia.org/wiki/Encryption> | | HowStuffWorks | <http://computer.howstuffworks.com/encryption.htm> | | Webpedia | <http://www.webopedia.com/TERM/E/encryption.html> | | PcWorld | <http://www.pcworld.com/article/130330/article.html> | | Zdnet | <http://www.zdnet.com/article/eight-ways-to-improve-your-corporate-network-security-posture/> | | AirtightNetworks | <http://www.airtightnetworks.com/fileadmin/pdf/whitepaper/Best_Practices_for_Securing_Your_Enterprise_Wireless_LAN.pdf> | | MSDN.Microsoft | <https://msdn.microsoft.com/en-us/library/ff648651.aspx> | | Cisco | <http://www.cisco.com/web/solutions/smb/need_to/five_ways_to_improve_your_wireless_security.html> | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SUMMATIVE ASSESSMENT RECORD SHEET** | | | | | | |
| **Programme** | BTEC National Subsidiary / Diploma / Extended Diploma in IT | | **Learner Name** |  | **Assessor Name** | Gargi Gupta |
| **Unit No. & Title** | Unit 3: Information system | | **Target Learning Aims** | **LO3, LO4** | **Issue Date** | Click here to enter a date. |
| **Assignment No & Title** | Assignment 2: Management Information system | | | | **Final Submission Date** | Click here to enter a date. |
| **Target criteria** | **Criteria Achieved** | **Final Assessment Comments** | | | | |
|  |  |  | | | | |
|  |  |  | | | | |
|  |  |  | | | | |
|  |  |  | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Summative comments** | | | |
|  | | | |
| **Assessors declaration** | | | |
| I certify that the evidence submitted for this assignment is the student's own and the learner will be able to provide improved evidence without guidance. I understand that any false declaration is a form of malpractice. | | | |
| **Resubmission authorisation\*** |  | **Resubmission Date:** | Click here to enter a date. |
| \* All resubmissions must be authorised. Only 1 resubmission is possible per assignment. | | | |
| **Assessor Signature** |  | **Date:** |  |
| **Learner comments** |  | | |
| **Learner Signature** |  | **Date:** |  |