


BTEC Assessment Plan 2018-2020

Programme Title	Subsidiary Diploma in IT									
										
Unit or Component No & Title	Assignment Title	Targeted Learning Aim/s or Assessment Criteria	Internal Verification of Assignment Brief Date	Assignment Hand Out Date	Assignment Hand in Date or External Assessment Date	Internal Verification of Assessment Decisions Date	Planned Resubmission Date*	Internal Verification of Resubmission Date	Assessor Name	Internal Verifier Name
Year 1										
Unit 1 Communication and Employability Skills	Assignment 1	P1, P2, P3, M3	27/08/2018	03/09/2018	04/10/2018	06/10/2018	16/10/2018	19/10/2018	Neil Meharg	Dominic Barnard
Unit 1 Communication and Employability Skills	Assignment 2	P5, P6, M2	27/8/2018	8/10/2018	3/12/2018	5/12/2018	15/12/2018	18/12/2018	Neil Meharg	Dominic Barnard
Unit 1 Communication and Employability Skills	Assignment 3	P5, P5, D1	27/8/2018	6/12/2018	7/1/2019	9/1/2019	19/1/2019	23/1/2019	Neil Meharg	Dominic Barnard
Unit 2 Computer Systems	Assignment 1	P1, P2, P3, P8, M1, D1	27/8/2018	04/09/2018	14/12/2018	16/12/2018	22/12/2018	24/12/2018	Chris Wray	Neil Meharg
Unit 2 Computer Systems	Assignment 2	P4, M2	27/8/2018	07/01/2019	14/02/2019	16/2/2019	26/2/2019	28/2/2019	Chris Wray	Neil Meharg
Unit 2 Computer Systems	Assignment 3	P5, P6, P7, M3, D2	27/8/2018	25/2/2019	10/5/2019	12/5/2019	22/5/2019	24/5/2019	Chris Wray	Neil Meharg
Unit 7 Organisational Systems Security	Assignment 1	P1, M1	7/1/2019	10/1/2019	15/2/2019	17/5/2019	27/5/2019	29/5/2019	Neil Meharg	Dominic Barnard
Unit 7 Organisational Systems Security	Assignment 2	P2, P3, M2, D1	7/1/2019	18/2/2019	1/4/2019	4/4/2019	14/4/2019	16/4/2019	Neil Meharg	Dominic Barnard
Unit 7 Organisational Systems Security	Assignment 3	P4, P5, P6, M3, D2	7/1/2019	4/4/2019	17/5/2019	20/5/2019	29/5/2019	4/6/2019	Neil Meharg	Dominic Barnard
Year 2										
Unit 43 Multimedia	Assignment 1	P1	27/8/2019	3/9/2019	24/10/2019	27/10/2019	9/11/2019	13/11/2019	Chris Wray	Dominic Barnard
Unit 43 Multimedia	Assignment 2	P2, P3, M1	27/8/2019	4/11/2019	19/12/2019	21/12/2019	3/1/2020	6/1/2020	Chris Wray	Dominic Barnard
Unit 43 Multimedia	Assignment 3	P4, P5, M2, D1	27/8/2019	6/1/2020	13/3/2020	15/3/2020	24/3/2020	26/3/2020	Chris Wray	Dominic Barnard
Unit 43 Multimedia	Assignment 4	P6, M3, D2	27/8/2019	16/3/2020	8/5/2020	10/5/2020	20/5/2020	24/5/2020	Chris Wray	Dominic Barnard
Unit 28 Website Production	Assignment 1	P4, P5, M2, M3, D2, D3,	23/8/2019	4/9/2019	20/12/2019	22/12/2019	06/01/2020	08/01/2020	Neil Meharg	Dominic Barnard
Unit 28 Website Production	Assignment 2	P1, P2, P3, M1, D1	23/8/2019	6/1/2020	14/5/2020	16/5/2020	26/5/2020	28/5/2020	Neil Meharg	Dominic Barnard
Unit 30 Digital Graphics	Assignment 1	P4, P5, M1	27/8/2019	9/9/2019	28/11/2019	30/11/2019	10/12/2019	14/12/2019	Dominic Barnard	Chris Wray
Unit 30 Digital Graphics	Assignment 2	P1, P2,	27/8/2019	2/12/2019	12/3/2020	14/3/2020	24/3/2020	26/3/2020	Dominic Barnard	Chris Wray
Unit 30 Digital Graphics	Assignment 3	P3, P6, M2, D1, D2,	27/8/2019	14/3/2020	28/5/2020	8/6/2020	18/6/2020	20/6/2020	Dominic Barnard	Chris Wray
Lead Internal Verifier Signature								Date		

* Lead Internal Verifier must authorise any resubmissions. The learner must have met the initial deadline (or an agreed extension deadline) and authenticated their work. The resubmission date must be within 15 working days of the learner receiving the results of assessment which a timely period of the assessment taking place.