BTEC Assessment Plan

Programme Title Level 3 Subsidiary Diploma for IT Practitioners 2017 - 2019

Unit or Component No & Title	Assignment Title	Targeted Learning Aim/s or Outcome/s	Internal Verification of Assignment Brief Date	Hand Out Date	Internal Assessment 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 & Employability Skills	Assignment 1	P1,P2,P3,P4,P8,M1	01/09/2017	04/09/2017	06/11/2017	16/11/2017	25/11/2017	27/11/2017	Mr Meharg	Mr Barnard
	Assignment 2	P5,P6,P7,M2,M3	01/09/2017	8/11/2017	1/2/2018	11/2/2018	20/2/2018	23/2/2018	Mr Meharg	Mr Barnard
	Assignment 3	P8,D1,D2	01/09/2017	5/2/2018	1/6/2018	12/6/2018	20/6/2018	22/6/2018	Mr Meharg	Mr Barnard
Unit 28 - Website Production	Assignment 1	P1,P2,P3,M1	01/09/2017	5/9/2017	30/10/2017	7/11/2017	17/11/2017	20/11/2017	Mr Barnard	Mr Meharg
	Assignment 2	P4,P5,M2,M3	01/09/2017	1/11/2017	24/11/2017	1/12/2017	9/12/2017	12/12/2017	Mr Barnard	Mr Meharg
	Assignment 3	D1,D2,D3	01/09/2017	27/11/2017	23/1/2018	29/1/2018	5/2/2018	7/2/2018	Mr Barnard	Mr Meharg
Unit 30 - Digital Graphics	Assignment 1	P1,P2,P3,M1,D1	01/09/2017	29/1/2018	28/2/2018	4/3/2018	14/3/2018	17/3/2018	Mr Barnard	Mr Barnard
	Assignment 2	P4,P5,M2,	01/09/2017	1/3/2018	30/4/2018	6/5/2018	15/5/2018	18/5/2018	Mr Barnard	Mr Barnard
	Assignment 3	P6,D2	01/09/2017	1/5/2018	1/6/2018	10/6/2018	16/6/2018	19/6/2018	Mr Barnard	Mr Barnard
Year 2										
Unit 7 - Organisational Systems Security	Assignment 1	P1,P2,P3,M1	3/9/2018	6/9/2018	30/11/2018	5/12/2018	14/12/2018	17/12/2018	Mr Meharg	Mr Barnard
	Assignment 2	P4,P5,M2	3/9/2018	3/12/2018	11/3/2019	22/3/2019	29/3/2019	2/4/2019	Mr Meharg	Mr Barnard
	Assignment 3	P6,M3,D1,D2	3/9/2018	25/3/2019	31/5/2019	6/6/2019	16/6/2019	19/6/2019	Mr Meharg	Mr Barnard
Unit 2 - Computer Systems	Assignment 1	P1,P2,P3,M1	3/9/2018	6/1/2018	30/10/2018	6/11/2018	16/11/2018	18/11/2018	Mr Wray	Mr Meharg
	Assignment 2	P4,P5,D1,D2	3/9/2018	1/11/2018	24/11/2018	30/11/2018	5/12/2018	8/12/2018	Mr Wray	Mr Meharg
	Assignment 3	P6,P7,P8,M2,M3	3/9/2018	27/11/2018	11/12/2018	18/12/2018	22/12/2018	26/12/2018	Mr Wray	Mr Meharg
Unit 43 - Multimedia	Assignment 1	P1,P2,M1	3/9/2018	7/1/2019	7/2/2019	17/2/2019	22/2/2019	26/2/2019	Mr Wray	Mr Meharg
	Assignment 2	P3,P4,P5	3/9/2018	11/2/2019	5/3/2019	11/3/2019	15/3/2019	19/3/2019	Mr Wray	Mr Meharg
	Assignment 3	P6,M3,D1,	3/9/2018	8/3/2019	19/4/2019	24/4/2019	28/4/2019	3/5/2019	Mr Wray	Mr Meharg
	Assignment 4	M2,D2	3/9/2018	22/4/2019	31/5/2019	5/6/2019	10/6/2019	14/6/2019	Mr Wray	Mr Meharg
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.