Unit Title:	**Contribute to the development and implementation of an information system**
OCR unit number:	38
Level:	3
Credit value:	6
Guided learning hours:	21
Unit reference number:	A/506/1916

Unit aim and purpose

This unit aims to develop the knowledge and skills required to contribute to the development and implementation of an information system. Upon completion of this unit learners will have developed an understanding of the design and implementation of an information system. Learners will be able to contribute to both the development and implementation of an information system.

Learning Outcomes	Assessment Criteria	Additional Guidance
The Learner will: 1 Understand the design and implementation of an information system	**The Learner can:** 1.1 Explain the **types of information** to be managed by a system 1.2 Explain how information will be used and by whom 1.3 Explain who needs to be consulted in the design and implementation of an information system and why 1.4 Explain the impact of legal and organisational security and confidentiality requirements for the design and implementation of an information system	The types of information will be specific to the learner's organisation
2 Be able to contribute to the development of an information system	2.1 Confirm the purpose, use and features of an information system 2.2 Identify the information that will be managed by the system 2.3 Confirm requirements for reporting information 2.4 Recommend the functions that will be used to manipulate and report information 2.5 Develop guidance for the use of an information system that is accurate and easy to understand	

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Learning Outcomes	Assessment Criteria	Additional Guidance
	2.6 Recommend user access and security levels for the information system 2.7 Make contributions to the development of an information system that are consistent with business objectives and values and within budgetary constraints 2.8 Participate in system tests in accordance with the specification	
3 Be able to contribute to the implementation of an information system	3.1 Implement the information system in accordance with the plan, minimising disruption to business 3.2 Confirm that staff are trained to use the system prior to its launch 3.3 Resolve or report problems or faults with the information system within the limits of their own authority 3.4 Adhere to **organisational policies and procedures, and legal and ethical requirements** in the implementation of an information system	Where possible, adherence to **organisational policies and procedures and legal and ethical requirements** should be confirmed by a line manager or experienced colleague. Learners should also be aware of *which* **legal requirements** affect information systems.

Assessment

This unit is internally assessed by centre staff and externally verified by OCR Assessors.

Guidance on assessment

Skills CFA Assessment Strategy Competence units (S/NVQ)

National Occupational Standards (NOS) mapping/signposting

The mapping in the table below provides an indication of where evidence might be available for assessment against some of the knowledge and understanding contained in the national occupational standards (NOS). It does not claim to guarantee that evidence will meet the NOS.

NOS can be viewed on the relevant Sector Skills Council's website or the Occupational standards directory at www.ukstandards.co.uk.

Occupational standards	Unit number	Title
Business & Administration (2013) National Occupational Standards:	CFABAD111	• Support the design and development of information system

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Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications' (A850)* on the OCR website www.ocr.org.uk .