

Schools ITQ Level 3 - Unit 4 - IT Security for Users (Platinum Unit 4)

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Level 3, Unit 4 - IT Security for Users (3 credits)

1. 1. Select, use and develop appropriate procedures to monitor and minimise security risk to IT systems and data

[1.1 I can evaluate the security issues that may threaten system performance](#) [7]

[1.2 I can select, use and evaluate a range of security precautions to protect IT systems and monitor security](#) [8]

[1.3 I can evaluate the threats to system and information security and integrity](#) [9]

[1.4 I can manage access to information sources securely to maintain confidentiality, integrity and availability of information](#) [10]

[1.5 I can explain why and how to minimise security risks to hardware, software and data for different users](#) [11]

[1.6 I can apply, maintain and develop guidelines and procedures for the secure use of IT](#) [12]

[1.7 I can select and use effective backup and archiving procedures for systems and data](#) [13]

Links to ITQ units

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Entry Level 1, Unit 1 - Improving Productivity Using IT (1 credit) [15]	Level 1, Unit 1 - Improving Productivity Using IT (3 credits) [16]	Level 2, Unit 1 - Improving Productivity Using IT (4 credits) [17]	Level 3, Unit 1 - Improving Productivity Using IT (5 credits) [18]
Entry Level 2, Unit 1 - Improving Productivity Using IT (2 credits) [19]	Level 1, Unit 2 - Web site Software (3 credits) [20]	Level 2, Unit 2 - Web site Software (4 credits) [21]	Level 3, Unit 2 - Website Software (5 credits) [22]
Entry Level 2, Unit 2 - Using ICT to Select and Exchange Information (2 credits) [23]	Level 1, Unit 3 - Using Collaborative Technologies (3 credits) [24]	Level 2, Unit 3 - Using Collaborative Technologies (4 credits) [25]	Level 3, Unit 3 - Using Collaborative Technologies (6 credits) [26]
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Entry Level 2, Unit 4 - Desktop Publishing Software (2 credits) [31]	Level 1, Unit 5 - Spreadsheet Software (3 credits) [32]	Level 2, Unit 5 - Spreadsheet Software (4 credits) [33]	Level 3, Unit 5 - Spreadsheet Software (6 credits) [34]
Entry Level 2, Unit 5 - Using ICT: Safe Working Practices (1 credit) [35]	Level 1, Unit 6 - Specialist Software (2 credits) [36]	Level 2, Unit 6 - Specialist software (3 credits) [37]	Level 3, Unit 6 - Specialist Software (4 credits) [38]
Entry Level 2, Unit 6 - Using ICT in the Workplace (3 credits) [39]	Level 1, Unit 7 - Word Processing (3 credits) [40]	Level 2, Unit 7 - Word processing (4 credits) [41]	Level 3, Unit 7 - Word Processing Software (6 credits) [42]
Entry Level 2, Unit 7 - Imaging software (2 credits) [43]	Level 1, Unit 8 - Using the Internet (3 credits) [44]	Level 2, Unit 8 - Using the internet (4 credits) [45]	Level 3, Unit 8 - Using the Internet (5 credits) [46]
Entry Level 2, Unit 8 - Using ICT Equipment in a Work Place (2 credits) [47]	Level 1, Unit 9 - Drawing and planning (2 credits) [48]	Level 2, Unit 9 - Drawing and planning (3 credits) [49]	Level 3, Unit 9 - Drawing and Planning Software (4 credits) [50]
Entry Level 2, Unit 9 - Using Word Processing Software (2 credits) [51]	Level 1, Unit 10 - Presentation Software (3 credits) [52]	Level 2, Unit 10 - Presentation software (4 credits) [53]	Level 3, Unit 10 - Presentation Software (6 credits) [54]

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Entry Level 2, Unit 11 - Audio and Video Software (2 credits) [59]	Level 1, Unit 12 - Desktop Publishing Software (3 credits) [60]	Level 2, Unit 12 - Desktop Publishing Software (4 credits) [61]	Level 3, Unit 12 - Desktop Publishing Software (5 credits) [62]
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Entry Level 3, Unit 6 - Communicating Information Using ICT (3 credits) [83]	Level 1, Unit 18 - IT Software Fundamentals (3 credits) [84]	Level 2, Unit 18 - IT Software Fundamentals (3 credits) [85]	Level 3, Unit 24 - Additive Manufacture (6 credits) [86]
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Entry Level 3, Unit 10 -	Level 1, Unit 21 - Data Management	Level 2, Unit 21 - Data Management	Level 3, Unit 29 - Set Up an IT

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