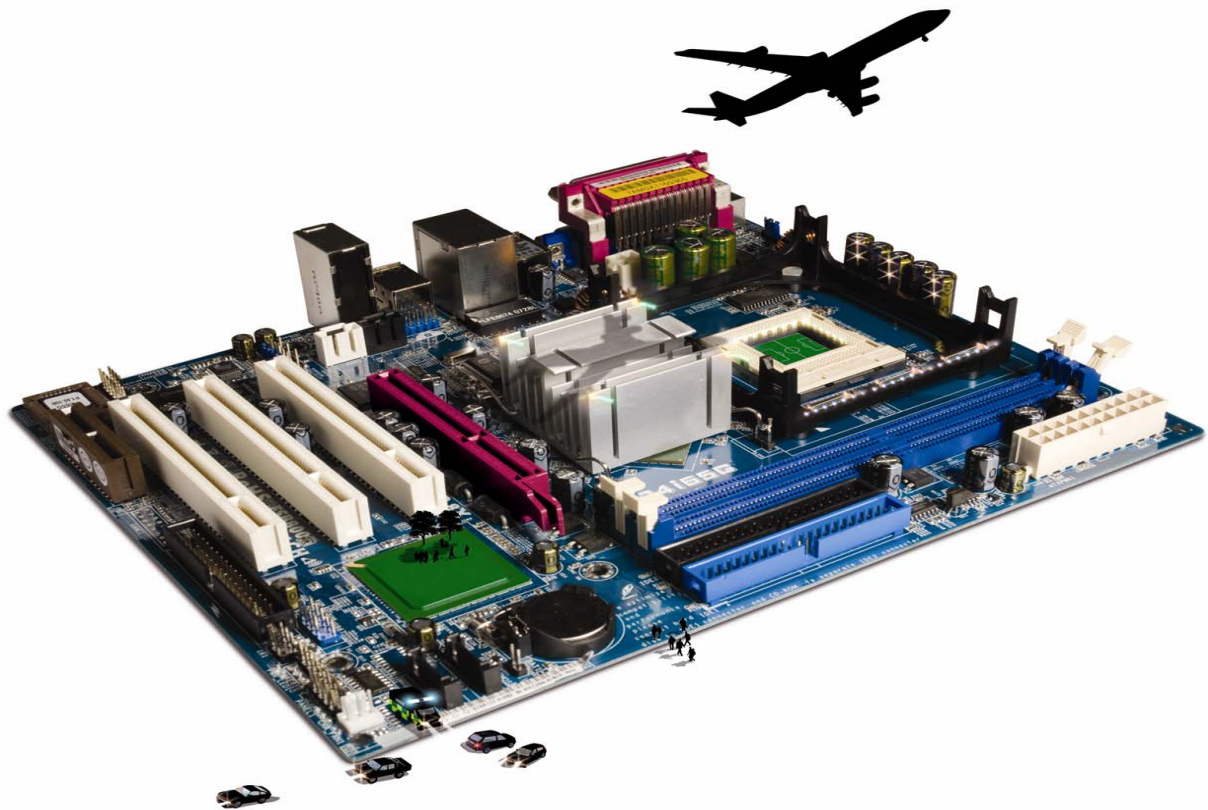


Start IT (iTQ) Using mobile IT devices (4249-008)

Assignment guide for Candidates

Assignment B

QCA Ref: D/502/0176



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Using mobile IT devices (4249-008) Assignment B

Introduction – Information for Candidates

About this document

This assignment comprises of **all** the assessment for Using mobile IT devices (4249-008).

Health and safety

You are responsible for maintaining the safety of others as well as your own. You are asked to work safely at all times.

You will **not** be allowed to continue with an assignment if you compromise any of the Health and Safety requirements.

Time allowance

The recommended time allowance for this assignment is **one hour**.

Using mobile IT devices (4249-008)

Candidate instructions

You are advised to read **all instructions** carefully before starting work and to check with your assessor, if necessary, to ensure that you have fully understood what is required and complete the tasks in the order given.

Time allowance: one hour

Assignment set up:

This assignment is made up of **two** tasks

- Task A - Using a mobile device
- Task B - Knowledge required when using mobile devices

Scenario

You have been asked by a friend, to set up, store and then transfer some information from a personal computer to their mobile device.

Read all of the instructions carefully and complete the tasks in the order given.

Task A - Using a mobile device

- 1 Turn on the mobile device and enter a password if required.
- 2 On your mobile device, set the time and date to: **9:00am 1st January 2010**.
- 3 Using the mobile device menu, find out what **day** of the week **February 25th** falls on in **2020**.
Record this on the **Answer Sheet** provided by your assessor.
- 4 Add **Andrea Rossi** as a contact to your mobile device.
Her telephone number is **020 765 4321**.
Save this new contact to your mobile device.
- 5 Search for an **image** of your own choice and set it as **background**. (Make sure it is different from the one currently set).
Write the name of image file you have chosen on the **Answer Sheet** provided by your assessor.
- 6 Using the mobile devices menu, set the devices volume to maximum.
- 7 Connect your mobile device and transfer the file called **Exam** from your pc to the mobile device.
- 8 Power down your mobile device in the correct way.

Task B - Knowledge required when using to use IT mobile devices

Use the **Answer Sheet** on the next page to answer the questions.

Note: If you would like to answer the questions electronically you should ask your assessor to provide you with the file. Save the file with the name **Answers**.

Continued over ...

Start IT Using mobile IT devices (4249-008)

Candidate Answer Sheet

Name:

Date:

Answer the following questions, you may complete them electronically or by hand. You can choose the correct answer by using a tick, or bold for example.

A3 Using the mobile device menu, find out what **day** of the week **February 25th** falls on in **2020**. Record this in the space below.

A5 Search for an **image** of your own choice and set it as **background**. Write the name of image file set in the space below.

B1 When using a mobile device which **one** of the following statements is **safe** to do?

- a Use a hands free kit whilst driving a vehicle.
- b Wear headphones whilst riding a bicycle.
- c Use your equipment around water.
- d Use your device for longer than 20mins at a time.

B2 Your colleague at work gives you some music files to put onto your mobile device. If you install these files what might you be breaking?

- a The Data Protection Act.
- b Copyright Law.
- c Personal Protection Act.
- d Health and Safety laws.

B3 If you find a basic problem with your mobile device, what should be your **first** step to try to resolve the problem?

- a Delete some data.
- b Look through the device manual.
- c Take the device apart.
- d Throw it away

B4 When should you recharge your mobile devices battery?

- a For two days once a month.
- b After the battery has run flat.
- c Once every two weeks.
- d After each time you use it.

Hand the answer sheet to your Assessor once you have completed it. Don't forget to put your name on it!

Note

- At the conclusion of this assignment, hand all paperwork and any removable media to the test supervisor.
- Ensure that your name is on any removable media and all documentation.
- If the assignment is taken over more than one period, all removable media and paperwork must be returned to the test supervisor at the end of each sitting.

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