

Information Technology and Computing

Information Technology provision is rapidly expanding in response to local demands and uses the latest hardware and software.



21301 07 City & Guilds ITQ IT User

Level 1

This is a beginners' course, which is an ideal introduction to computing. It is practically based and prepares you for further study.

Course Duration
One year

Course Content
Students will study:

- Make Selective Use of IT
- Internet & Intranet
- Databases
- Spreadsheets
- Presentation Software
- Word Processing.

Key Skills
All students aged 16-18 are required to complete the two Key Skills Units in Communication and Application of Number.

Qualifications/experience needed to join the course
There are no formal qualifications required. All applicants will be invited to attend an interview.

Study Centre
Main site, Kingsway, Dunstable.

After the course is finished
On successful completion of the course, you can progress on to a level 2 course, BTEC First Diploma for Information and Technology Practitioners. Alternatively, you could gain employment in the business or industrial sectors using IT.

21302 07 City & Guilds Diploma for IT Practitioners Systems Support (PC Maintenance)

Level 2

This is a very practically based course, concentrating on computer hardware and the installation of software (operating systems and application software).

Course Duration
One year

Course Content
Students will study:

- Maintain Equipment
- Systems Customer Support Provision
- Install and Configure Equipment and Operating Systems
- Install, Configure and Maintain Equipment and Operating Systems.

Key Skills
All students aged 16-18 are required to complete the two Key Skills Units in Communication and Application of Number.

Qualifications/experience needed to join the course
You will need 2 GCSEs at Grade D or above or an equivalent qualification e.g. GNVQ Foundation or City & Guilds qualification in Information Technology. All applicants will be invited to attend an interview.

Study Centre
Main site, Kingsway, Dunstable.

After the course is finished
On successful completion of the course, you can progress on to the BTEC National Diploma in Computing, or a City and Guilds Certificate for IT Practitioners Level 3. Alternatively, you could gain employment in the business or industrial sectors using IT.

21303 07 BTEC First Diploma in Information and Communication Technology (ICT) Practitioners

Level 2

This is a highly practical work-based course, which will let you build on your knowledge of computer applications.

Course Duration
One year

Course Content
You will study modules including:

- Introduction to Computer Systems
- Using ICT to Present Information
- Software Design and Development
- Website Development
- Spreadsheets and Databases
- Software Installation.

You will also study the science and maths associated with computers. Students have access to a well-equipped computer workshop.

Key Skills
All students aged 16-18 are required to complete the two Key Skills Units in Communication and Application of Number.

Qualifications/experience needed to join the course
You will need 2 GCSEs at Grade D and above or an equivalent qualification such as GNVQ Foundation or City & Guilds qualification in Information Technology. All applicants will be invited to attend an interview.

Study Centre
Main site, Kingsway, Dunstable.

After the course is finished
On successful completion of the course, you can go on to do the BTEC National Diploma in Computing, or a related course such as Business Studies. Alternatively, you could gain employment in the business or industrial sectors using Information Technology.

Information Technology and Computing

21304 07 Advance Diploma for IT Practitioners (ICT Systems Support) Level 3

This is a practically based course, concentrating on the administration of ICT infrastructures.

Course Duration
One year

Course Content

Students will study:

- Plan for the Delivery of ICT Support Services
- Customer Support Provision
- Install, Configure and Integrate Networked Hardware and Software
- Assist in the Acquisition of ICT
- Install and Configure Software Systems.

Key Skills

All students aged 16-18 are required to complete the two Key Skills Units in Communication and Application of Number.

Qualifications/experience needed to join the course

You will need a minimum of 4 GCSE passes (including English, Maths and a good working knowledge of computer hardware) at Grade C or above or have successfully completed an appropriate level 2 course. They must also have an aptitude and enthusiasm for computers and their practical applications. All applicants will be invited to attend an interview. Mature applicants should ask to speak to the Course Tutor.

Study Centre

Main site, Kingsway, Dunstable.

After the course is finished

On successful completion of the course, you can progress to the Foundation Degree in Computing at Dunstable College. You could also go onto a Degree in Information Communications Technology, Business Computing, Computer Science Programming or other technology/computer related subjects. Alternatively, you could gain employment in the IT, Computer or Business sectors.

21305 07 BTEC National Diploma in Computing Level 3

This broad-based course is equivalent to taking three A Levels and ideal preparation for a career in computing or further study at University. Your study will be based around realistic work-place scenarios to prepare you for a career in computing (networking or programming).

Course Duration
Two years

Course Content

Students will study:

- The Nature of Computing
- Practical Applications using the Latest Software (including Word Processing and Spreadsheets)
- Graphical Packages
- Desk Top Publishing
- Presentation Software
- Business Software and Databases
- Web Page Design
- Internet
- Programming Languages

You will also study modules in computer architecture and system analysis.

In the second year, students will be able to choose one pathway from:

- Networking & ICT Support
- Software Development.

Key Skills

All students aged 16-18 are required to complete the two Key Skills Units in Communication and Application of Number.

Qualifications/experience needed to join the course

You will need a minimum of 4 GCSE passes (including English and Maths) at Grade C or above or have successfully completed a BTEC First Diploma in IT Applications (gaining a Merit or above) or related subjects. You must also have an aptitude and enthusiasm for computers and their practical applications. All applicants will be invited to attend an interview. Mature applicants should ask to speak to the Course Tutor.

Study Centre

Main site, Kingsway, Dunstable.

After the course is finished

On successful completion of the course, you can progress to the Foundation Degree in Computing at Dunstable College. You could also go onto a degree in Information Communications Technology, Business Computing, Computer Science Programming or other technology/computer related subjects. Alternatively, you could gain employment in the IT, Computer or Business sectors.



Information Technology and Computing

21306 07 BTEC Diploma in Digital Applications

Level 2

This course concentrates on presenting ICT information, the creation of websites and an on-line portfolio.

Course Duration
One year

Course Content

Students will study:

- Web Design using Dreamweaver, Fireworks and Flash
- Using ICT
- Multimedia
- Graphics
- ICT in Enterprise.

Key Skills

All students aged 16-18 are required to complete the two Key Skills Units in Communication and Application of Number.

Qualifications/experience needed to join the course

You will need 2 GCSEs at Grade D or above or an equivalent qualification such as GNVQ Foundation or City & Guilds qualification in Information Technology. All applicants will be invited to attend an interview.

Study Centre

Main site, Kingsway, Dunstable.

After the course is finished

On successful completion of the course, you can go on to take the BTEC National Diploma in Computing, or a related course such as Business Studies. Alternatively, you could gain employment in the business or industrial sectors using Information Technology.



Foundation Degrees are offered in conjunction with the University of Bedfordshire to help you further your studies:

- Foundation Degree (FdSc) in Computing
- Foundation Degree (FdSc) in Business Information Technology
- Foundation Degree (FdSc) in Web Design
- Foundation Degree (FdSc) in Network Technologies



Note: For further information please ask for the Higher Education course information leaflets.