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**QUALIFI ASSESSMENT DOCUMENT**

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| Qualification Unit Name | **SEM201IT Computer Systems** |
| Unit Reference | F/650/1908 |
| No of Credits | 10 Credits |

Contents

[Introduction 2](#_Toc198665529)

[Assignment Guidelines 2](#_Toc198665530)

[Plagiarism and Collusion 2](#_Toc198665531)

[Appendices 2](#_Toc198665532)

[Confidentiality 3](#_Toc198665533)

[Word Count Policy 3](#_Toc198665534)

[Marking and grades 3](#_Toc198665535)

[Learning Outcomes and Assessment Criteria 4](#_Toc198665536)

[Referencing and Professionalism 5](#_Toc198665537)

[Submission of Assignments 5](#_Toc198665538)

[ASSESSMENT TASKS 6](#_Toc198665539)

[Task 1 FORMATIVE TASK The Purpose of Computer Systems 6](#_Toc198665540)

[Task 2 SUMMATIVE TASK Components and Configuration 7](#_Toc198665541)

[Mark Scheme 8](#_Toc198665542)

[Instructor’s Comments 8](#_Toc198665543)

[Qualifi Information 10](#_Toc198665544)

Introduction

Prior to attempting this coursework assignment, Learners must familiarise themselves with the following policies:

* Centre Specification
* Qualifi Quality Assurance Standards
* Qualifi Quality Policy Statement

Assignment Guidelines

All work must be submitted in a single electronic document (.doc/.docx file). The assignment must be the Learner’s own work and not copies of theories or models. Direct quotes should be kept to a minimum and shown in inverted commas. Models described and other quotes used must be properly attributed and referenced as appropriate. Learners must acknowledge or reference any sources that have been used to complete the assignment, listing reference material and websites used.

Plagiarism and Collusion

In submitting the assignment Learners must complete a statement of authenticity confirming that the work submitted for all tasks is their own. The statement should also include the word count. Plagiarism and collusion are treated very seriously. Plagiarism involves presenting work, excerpts, ideas or passages of another author without appropriate referencing and attribution. Collusion occurs when two or more learners submit work, which is so alike in ideas, content, wording and/or structure that the similarity goes beyond what might have been mere coincidence.

Appendices

Separate Appendices should not be used. Any use of tables, graphs, diagrams, Gantt chart and flowcharts etc. that support the main report should be incorporated into the back of the assignment report that is submitted. Any published secondary information such as annual reports and company literature, should be referenced in the main text of the assignment but not included.

Confidentiality

Where a Learner is using organisational information that deals with sensitive material or issues, they must seek the advice and permission from that organisation about its inclusion. Where confidentiality is an issue, Learners are advised to anonymise their assignment report so that it cannot be attributed to that particular organisation.

Word Count Policy

In total, the assignment should be between 1850 – 2150 words. Learners must comply with the required word count, within a margin of +10%. These rules exclude the index (if used), headings and information contained within references and bibliographies. When an assessment task requires learners to produce presentation slides with supporting notes, the word count applies to the supporting notes only.

Marking and grades

Qualifi uses a standard marking rubric for all assignments, and you can find the details at the end of this document.

Unless stated elsewhere, Learners must answer all questions in this document.

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| **Unit Title** | Computer Systems |
| **Unit Reference (RQF)** | f/650/1908 |
| **No of Credits** | 10 |

Learning Outcomes and Assessment Criteria

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| **Learning Outcomes**  When awarded credit for this unit, a learner will: | **Assessment Criteria**  Assessment of this learning outcome will require a  learner to demonstrate that they can: |
| 1. Understand the purpose of computer systems. | * 1. Explain different types of computer systems.   2. Evaluate the role of computer systems in different environments   3. Identify a range of computer systems that are used. |
| 2. Understand computer system components. | * 1. Analyse the common hardware components of a computer system.   2. Analyse the common software components of a computer system.   3. Evaluate the differences between open source and closed source software. |
| 3. Be able to configure computer systems. | * 1. Analyse different operating systems and their suitability in managing resources in a professional environment.   2. Describe the characteristics of different styles of computer system users.   3. Evaluate suitable components to meet user requirements within a professional environment.   4. Configure a computer system for a given user requirement. |

Referencing and Professionalism

A professional approach to work is expected from all learners. Learners must therefore identify and acknowledge ALL sources/methodologies/applications used. The learner must use an appropriate referencing system to achieve this. Marks are not awarded for the use of English; however the learner must express ideas clearly and ensure that appropriate terminology is used to convey accuracy in meaning.

Submission of Assignments

All work must be submitted in a single electronic document (.doc/.docx file) in your Learning Portal or to submit to the Assessor/Centre Administrator.

ASSESSMENT TASKS

Task 1 FORMATIVE TASK The Purpose of Computer Systems

**FORMATIVE TASK**

Instruction: What is the purpose of a computer system? Produce a report for a non-specialist working within your organisation. Your report must include the following:

* An outline of the different types of computer systems
* Identify and explain the range of different computer systems used within the organisation
* Discuss the role of computer systems in different environments within the organisation.

**Formatting**:

450-550 words

Justified alignment

Single-spaced

12pt Times New Roman font

Use an appropriate referencing system for footnotes and citations

Task 2 SUMMATIVE TASK Components and Configuration

**SUMMATIVE TASK**

Instruction: Carry out an analysis of the computer system used within an organisation of your choosing. Your report must contain the following:

* An outline of the hardware components and operating systems used within the organisation (LO 2.1, 3.1)
* Identify and explain the common software components, and how they are used by different groups in the organisation (LO 2.2, 3.2)
* A judgment as to the extent to which open source software meets user requirements within the organisation (LO 2.3. 3.3, 3.4)

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| **Learning Outcomes**  When awarded credit for this unit, a learner will: | **Assessment Criteria**  Assessment of this learning outcome will require a  learner to demonstrate that they can: |
| 2. Understand computer system components. | * 1. Analyse the common hardware components of a computer system.   2. Analyse the common software components of a computer system.   3. Evaluate the differences between open source and closed source software. |
| 3. Be able to configure computer systems. | * 1. Analyse different operating systems and their suitability in managing resources in a professional environment.   2. Describe the characteristics of different styles of computer system users.   3. Evaluate suitable components to meet user requirements within a professional environment.   4. Configure a computer system for a given user requirement. |

**Formatting**:

1450-1550 words

Justified alignment

Single-spaced

12pt Times New Roman font

Use an appropriate referencing system for footnotes and citations

**Learners are required to complete all tasks.**

Mark Scheme



Instructor’s Comments

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**Marking Directions:**

1. For each of the criteria listed in the first column, circle one box in the corresponding column to the right, which best reflects the student’s work on this particular assessment activity (e.g., project, presentation, essay).
2. Provide specific feedback to a student about each of the criteria scores he/she earned by writing comments and suggestions for improvement in the last row titled “Instructor’s comments.”
3. To arrive at a mark, total the boxes and divide by 5 to arrive at a final mark

Example:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Distinction** | **Merit** | **Pass** | **Fail** |
| **Range** | 70-100 | 60-69 | 40-59 | 0-39 |

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| --- | --- |
| **Criteria** | **Score** |
| Content | 50 |
| Application of Theory and Literature | 40 |
| Knowledge and Understanding | 50 |
| Presentation/Writing Skills | 40 |
| Referencing | 40 |
| **Total Score** | 220/5 = **44, Pass** |

Qualifi Information

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