

Badge Information Sheet – Staged Activity

Badges: Information Technology



Stage 1

Requirements for stage 1 are: -

- 1) Show that they can switch on and close down a computer safely.
- 2) Show that they know what the following are:
 - Monitor
 - Mouse
 - Printer
 - CD-ROM
 - Icon
- 3) Use a piece of software of their choice to show that they can produce a poster to show others what they do in Scouting. It should include both text and graphics.
- 4) Use a piece of painting software of their choice to produce a simple picture.
- 5) Show they can use a piece of software that requires the use of a CD-ROM.



Stage 2

Requirements for stage 2 are: -

- 1) Produce a list of rules for using the Internet Safely.
- 2) Show that they know what the following are:
 - Modem
 - Search Engine
 - Clipart
 - Menu
 - Browser
 - Digital Camera
 - Scanner
- 3) Show that they can save a file and open that file at a later date.
- 4) Choose four additional activities out of the following:-
 - Access the Internet safely, to find out as much as they can about a topic of their choice.

- Use a digital camera to take some digital photographs and use a piece of software to enhance or alter the original photographs.
- Use a piece of software of their choice to produce a set of matching stationery for an event, e.g. birthday – place cards, invitations, posters, etc.
- Use a piece of simulation software and explain what they learnt from it.
- Produce a series of newsletters for their Section over a three-month period.
- Produce a simple pictogram or graph of something of interest to them or their Section.



Stage 3

Requirements for stage 3 are:

- 1) Show knowledge about the history of the Internet and how it works.
Suggest how they think it may be used in the future.
- 2) Describe the advantages of using IT compared to manual systems in two of the following:
 - letter writing
 - graphic art, design or drawing
 - accounts
 - library records
 - newspaper layout
 - passing messages
 - news and weather
 - information
 - travel and holiday bookings
- 3) Using e-mail, demonstrate that they can:
 - Send an e-mail
 - Reply to a sender
 - Reply to more than one sender
 - Open and attachment
- 4) Explain what a computer virus is, the possible effects and how they can be prevented.
- 5) Choose three additional activities out of the following:
 - Use a piece of presentation software (e.g. PowerPoint) to give a presentation to an audience.
 - Devise a simple database that could be used by their Section for a particular purpose, e.g. camp records, general records.
 - Produce a local map showing local facilities and places of interest.
 - Produce a simple spreadsheet to record subscriptions and expenses.



Stage 4

Requirements for stage 4 are: -

- 1) Explain to the assessor the laws that concern the copying of software, access to computer systems and storage of personal information.
- 2) Create a simple website for their section.
- 3) Explain how an IT System is used by a major user, e.g. a supermarket chain or a bank.
- 4) Show that they have used IT in their daily life over a period of six months, e.g. e-mail, weather forecasts, etc.
- 5) Explain the following terminology:
 - Macros
 - Web Publishing
 - Video Conferencing
 - Multi-tasking
 - Drag and Drop.
- 6) Choose two additional activities out of the following:
 - Evaluate a range of professional websites.
 - Produce a range of information literature on an agreed theme, with leaflets, posters and fliers etc.
 - Produce a complex database for a specific purpose
 - Take part in a video conference with a Scout from another part of the World.
 - Demonstrate their ability to use a control programme, e.g. Lego Dacta, LOGO beyond a basic standard



Stage 5

Requirements for stage 5 are:

- 1) Design an integrated system using a number of pieces of software that, for example, a small company would need, such as a database, letters, invoices etc.
- 2) Design a website that has a series of pages and which includes links to other sites of a similar nature.
- 3) Reflect critically on the impact of IT on their own life and that of others – consider political, social, ethical, economic, moral and legal issues.
- 4) Produce an 'Internet Guide' for children of a younger age.
- 5) Produce a list of websites that would interest other members of The Scout Association in the same section as themselves.

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