

## **BTEC Level 3 National Certificate in Information Technology**

### **Links to your online specification**

We follow Pearson AAQ in Information Technology Extended Certificate. This is a new course that you can read about below:

[Information Technology \(AAQ\) | Pearson qualifications](#)

### **Early access to interactive resources you may use**

The first unit we will study is on Microsoft Access. You will be required to build a database for your first piece of coursework. You may wish to prepare yourself for this unit by working through the following online course:

[Microsoft Access - Free Course: Contents Page](#)

### **Reading and theory:**

Across the two-year course, we will work on four units. You could make a start, by using the internet to research and make some notes on the first theory unit: **Information Technology Systems**.

Pages numbered 19-32 of the specification:

[Pearson Level 3 Alternative Academic Qualification BTEC National in Information Technology \(Extended Certificate\) Specification](#)

### **Reading lists**

**We will recommend an appropriate textbook in September.**

**In the meantime, familiarise yourself with the specification for the course:**

- [Pearson Level 3 Alternative Academic Qualification BTEC National in Information Technology \(Extended Certificate\) Specification](#)

**You can also look into Microsoft Access:**

- Access 2016 for Dummies
- [Microsoft Access - Free Course: Contents Page](#)