

THE NZQA NATIONAL  
CERTIFICATE IN:**COMPUTING (LEVEL 3)****Save Time and Money!**

Instant Education Solutions' unit standard delivery packages are a complete teaching and assessment solution for institutions assessing the NZQA National Certificate in Retail Level 3 (Version 6).

**NCC (L3) PACK**

(minimum 46 credits)

**Each Folder Includes:**

- Teaching Guide
- Assessment Guide with answers and Assessment Schedule
- Learner workbook with unlimited reproduction rights for up to four sites
- NZQA Unit Standard and Accreditation and Moderation Action Plan

*You have everything you need to start teaching.*

The Teaching and Assessment Guide includes special notes for teachers, and red letter answers for activities, so you always know what is going on. You can photocopy the Learner Workbook as many times as you like – saving money and time.

**COMPULSORY UNIT STANDARDS**

(6 credits)

Unit	L	C	Title
2780	1	3	Demonstrate and apply knowledge of a personal computer system
2781	2	3	Manage and protect data in a personal computer system

**ELECTIVE UNIT STANDARDS**

(minimum of 20 credits)

**SET A**

You require a minimum of 20 credits at Level 3 that may include units from the Computing Sub-field. Below is a list which Instant can currently offer that meet this criteria:

Unit	L	C	Title
2785	3	5	Create a computer spreadsheet to provide a solution for organisational use
2787	3	6	Create and use a computer database to provide a solution for organisational use
2789	3	6	Produce desktop published documents for organisation use (MS Publisher)
2797	3	4	Demonstrate knowledge of the principles of computer networks
5947	3	3	Use computer technology to solve a specified problem
5953	3	3	Create and monitor a project plan using a computer application
5954	3	5	Automate processes in a computer application using a scripting language
18741	3	6	Create a computer program to provide a solution (VB 6.0 or VB.net)
25657	3	6	Create a website for a stakeholder using a mark-up language
25658	3	5	Create a website for a stakeholder using a dedicated web-authoring tool
25661	3	3	Design and assemble an interactive media product without scripting
25782	3	6	Investigate the use of Information and Communications Technology in an organisation

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THE NZQA NATIONAL  
CERTIFICATE IN:

(minimum of 5 credits)

(Balance to make up 40 credits at Level 3)

**COMPUTING (LEVEL 3)***Resources for the NZQA National Certificate in Computing Level 3 (Version 6), continued...***SET B**

You require a minimum of 5 credits at level 3 or above from the Business Information Processing or Text Information Management – Generic domains. Below is a list of what Instant can currently offer that meets this criteria:

Unit	L	C	Title
108	3	5	Apply language and text processing skills to produce business documents
112	3	5	Produce information using word processing functions
12886	3	6	Customise software features to manipulate text for generic text and information management
12887	3	6	Integrate text and images and refine file management for generic text and information management

**SET C**

The Balance of credits to achieve a minimum of 40 credits at level 3 may come from anywhere on the NQF. See Instant's catalogue for options.

**COMPUTING (LEVEL 3)  
SPECIAL PACKAGE DEAL**

- **COMPLETE PACK**  
11 folders. Two Compulsory units

15% off each unit

**Approximate Pricing**

Folder & CD	CD Only
\$3,522	\$2,821

*Examples prices only – prices will vary according to the units chosen. All prices exclude postage and GST.*