



ACTION BASED ACTIVITIES

TOPIC N6.2 : ONLINE SHOPPING

THEME N6 USING ICT IN SOCIAL ROLES



APPLICATION OF NUMBER

LEVELS 1 & 2

ISSUED SEPTEMBER 2005

INSTRUCTIONS

WHAT DO I DO?

Use this Theme Template to help you:

- plan an Action-based Activity on the theme of Using ICT in Social Roles
- carry out an investigation into the subject
- produce evidence needed for your portfolio.

NOTE: Use this booklet WITH your Learner's Planner and Guide.

WHAT IS ASSESSED?

Using ICT in Social Roles is one of six themes you can choose for your Action-based Activity/portfolio work. It includes topics such as:

N6.1 Using Spreadsheets

N6.2 ONLINE SHOPPING

N6.3 Sport

APPLICATION OF NUMBER

TOPIC N6.2 : ONLINE SHOPPING

TOPIC N6.2 ONLINE SHOPPING

Online shopping, or buying goods and services over the Internet is a fast growing activity. This guide will take you step by step from getting started, to writing and checking your final pieces of work. Each step follows Part Two of your *Learner's Planner & Guide*, so read it alongside this Theme Template.



It's a good idea to follow this advice.



You must do this to get the qualification.



**STEP
A**



CHOOSING A TOPIC

One of the best ways to start thinking about a subject is to *mindmap*. You can find how to do this on page 5 of the *Learner's Planner & Guide*.

TASK 1

Allow about
20 minutes

On your own, or with a colleague, think about and talk about "Online Shopping" and aspects of it you might like to study.

Work together to make a **mindmap** of the subject. You may want to think about:

- how easy is it?
- what type of goods and services can you buy?
- how do you know that the goods or service are of a good enough quality?
- how quickly will you receive it?
- how do you know whether you've paid a good price?
- could anyone misuse your bank details?
- what is the after-sales service like?
- can you obtain a refund if you're not satisfied?

PORTFOLIO EVIDENCE – You could copy and add to the unfinished example below. This could then go into your portfolio as evidence that you have thought about your chosen subject.



ESSENTIAL SKILLS
ACTION BASED ACTIVITIES



Continued

TASK 2
Allow about 15 minutes

When you have made your mindmap, focus in on one or two ideas that:

- interest you
- will be easy to research and get information about (talk to your tutor if you are unsure).

Write these ideas down and then try to turn them into **QUESTIONS**. This will help when you write up your conclusions later. The examples in the box may help you do this.



Topic : Online Shopping

Original Idea	Question
Price comparison	How can I compare prices?
Guarantees	Do I have the same protection as buying from the High Street?
Where to look	How do I find the best websites?

TASK 3
Allow about 10 minutes

In your portfolio, write down your chosen title/question.

Check with your tutor that it is okay. (Remember, you can always change it later if necessary.)

TASK 4
Allow about 30 minutes



PLAN – It's a good idea next to draw up a plan of action. Make a table and on it write down what you intend to do and when you will do it by. Highlight key dates and deadlines (e.g. when you are giving a talk or having a discussion).

APPLICATION OF NUMBER

TOPIC N6.2 : ONLINE SHOPPING

**STEP
B**



CHOOSING & INTERPRETING INFORMATION

Interpreting information from suitable sources is an essential part of the qualification and you must be able to show that you have collected, read and extracted information from **DIFFERENT** sources.

There are lots of ways of finding information such as:

- books and other resources in the library
- magazines and newspapers
- using the Internet
- talking and interviewing people
- television and radio programmes

TASK 5

Allow about
2-3 hours

Look for suitable documents to read. Remember:

- at **both levels 1 and 2** you must use **TWO** different sources of information.
- overall **at level 1** at least one source must include a table, chart, graph or diagram
- **at level 2** at least one source must include material containing a chart or a graph.

You will need to make careful notes as you work.

Put these in your portfolio (see also pages 8 and 9 in the *Learner's Planner & Guide*).



Topic: "Shopping from home"

Title of document: "Your rights when shopping from home"

Date: 6 March 2004

Author: Office of Fair Trading

Website: <http://www.offt.gov.uk> Consumer

Information about

1. Your rights when buying online.
2. What to check before you buy.
3. Buying from this country or abroad.
4. Internet scams.
5. Where to go for help.

Summary: In your own words, write up what you have read.

This is the main piece of evidence.



ASSESSMENT Your tutor will assess that:

- you have chosen the information you need
- you have obtained the information needed
- you have identified the best methods to get the results you need.

Remember to label sources clearly.

**STEP
C**



CARRY OUT AND CHECK CALCULATIONS

Carrying out and checking calculations is an essential part of the qualification. At each level you are required to carry out calculations to do with:

a. amounts/sizes	3	3
b. scales/proportion	3	3
c. handling statistics.	3	3
d. using formulae		3

It may be difficult to cover all the required calculations for this topic (See *Learner's Planner & Guide*, page 10).

TASK 6

Allow about
1 hour

1. Carry out calculations. You will need to:

- pick out the data/information you think will be useful
- decide on the calculations you need to find the results you want
- show calculation methods clearly
- check calculations and correct any errors

At Level 2 calculations must involve two or more steps

Talk this over with your tutor if you are at all unsure. A few ideas are given below.



CARRYING OUT AND CHECKING CALCULATIONS

Examples – Carrying out and checking calculations

At level 1:

- you might use information collected first hand as the basis of calculations (eg comparing the cost of goods on the Internet with the same goods bought on the High Street). You might carry out calculations using data from a secondary source such as the OFT report referred to above (task 5) containing tables, charts, diagrams or line graphs.

At level 2:

- your calculations will be more complex, perhaps comparing two sets of data on a similar subject.



ASSESSMENT Your tutor will assess:

- how well you carried out your calculations (including your working)
- that you checked your methods
- that you spotted and corrected any errors
- that your results make sense.

**STEP
D**



INTERPRETING RESULTS & PRESENTING FINDINGS

Having collected, sorted, extracted data and carried out calculations based on them, you are now ready to interpret your findings.

TASK 7

Allow about
3 hours

1. Go through all the information you have collected and sort it out carefully. Keep only relevant information and make sure EVERYTHING is properly labelled.
2. Now sift through again and, on notepaper, write down your main findings and conclusions. Remember, your first question (Task1)? Can you now answer your question?
3. Think how you will present your information.

Remember:

- At level 1 you have to present it in **two** different ways using charts or diagrams
- At level 2 you need to present it in **two** different ways using graphs, charts or diagrams.

Other points to consider:

- Which graphs, charts or diagrams will you use to present you findings?
- How do the results of your calculations relate to the purpose of the action-based activity?

(See Learner's Planner and Guide page 12)

TASK 8

Allow about
3 hours



At this stage you will be required to present your findings to a tutor or supervisor. Before you hand your work in, check that:

- you have covered all requirements intended
- that each section has suitable headings/labelling
- that diagrams, charts, maps etc are properly labelled
- pages are numbered
- there is a contents page.

N.B. There is a checklist on page 14 of the Learner's Planner and Guide



It is a good idea to produce a draft plan/outline of what you will include in your final presentation. An example is given on the next page.

STEP
D



INTERPRETING RESULTS & PRESENTING FINDINGS
continued

EXAMPLE OF A DRAFT PRESENTATION PLAN

Topic: What are the pros and cons of booking a holiday on the Internet?

1. I will present my work as a **short report** (computer typed and to include graphs, tables etc) with the sections below.
2. **Introduction** – will include what I wanted to find out and why it interests me.
3. **Method** – a short section saying how I set about collecting data/information e.g. interviewed 20 people to find out their experiences of booking holidays by either method and compared.
4. **Calculations and Interpretation** – I will include how I extracted information from the data collected; how I worked out averages; analysis of results of interviews with people.
5. **Presentation** – I will use written information and diagrams – mainly tables, graphs and pie charts.
6. **Appendices** – to include some photocopied data from the Internet and Travel Agents, copy of questionnaire used to interview people.

I must remember to number pages and add a Contents page.



ASSESSMENT Your tutor will assess your work as follows:

At level 1 you will be assessed on:

- how you have interpreted the results of calculations
- suitable choice of chart or diagram with appropriate labels and correct use of units
- how you have explained what the chart or diagrams show.

Additionally **at level 2** you will be expected to:

- describe the methods you have used
- explain the results of calculations in terms of how they meet the purpose of your chosen Activity.

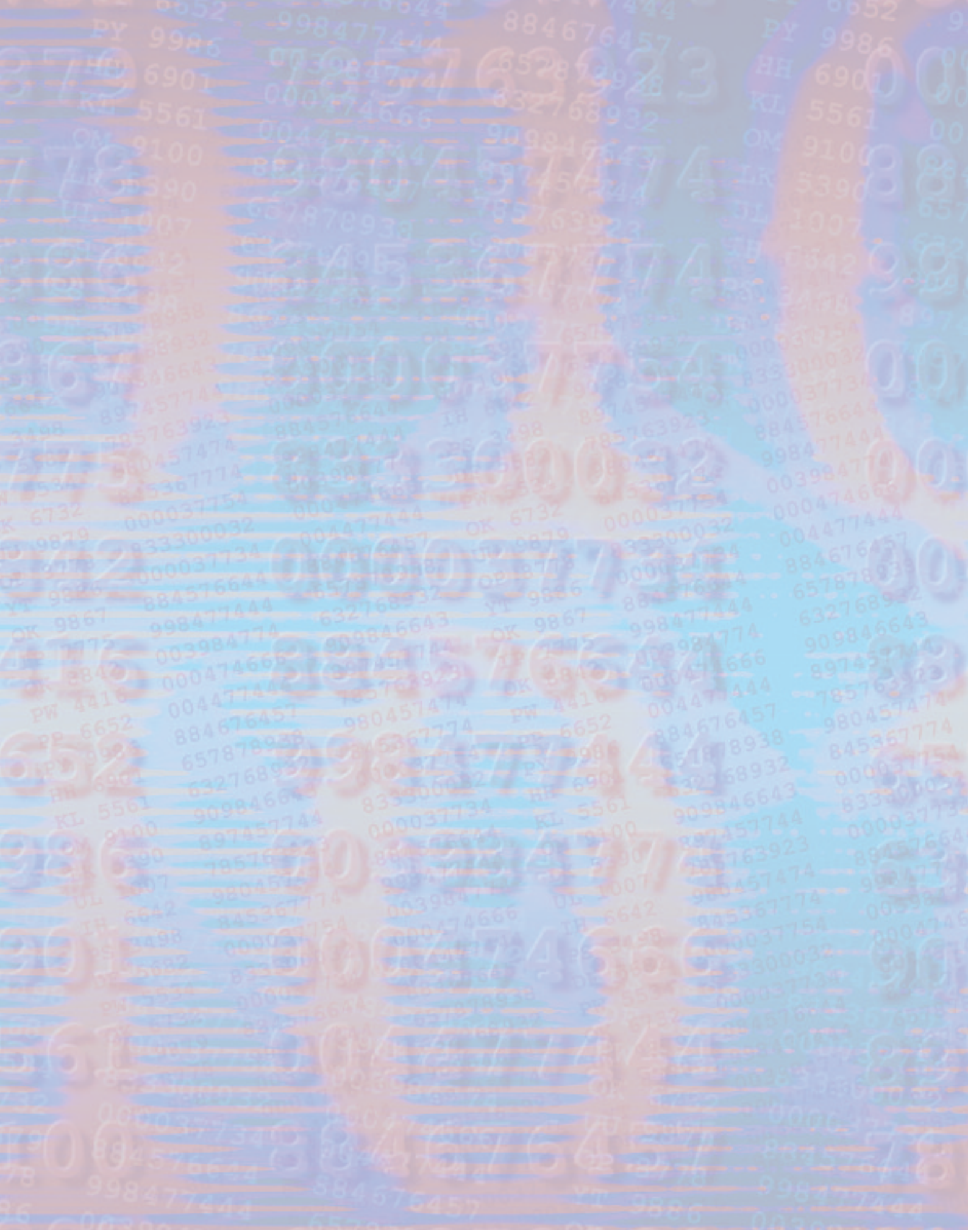


ONLINE SHOPPING MORE ACTION-BASED ACTIVITY IDEAS

In all these cases think about the ways you could bring Application of Number into your work

Organising a survey and representing the results clearly and accurately will benefit your work.

1. **Is it sensible to buy from abroad?**
What happens if you need to return the goods?
Use the internet and find and record the cost of a shopping basket of goods (e.g. electrical equipment, tools, clothes) and compare with similar goods in local shops. Draw up tables and charts to show comparisons.
2. **Which firms have encryption facilities that would protect my bank account and credit card?** Find out about encryption and how it works. Carry out a survey to find out how safe people think internet banking is and whether or not they would or do use it. Analyse and present your findings.
3. **If I buy a washing machine and it breaks down how do I get it serviced?** Find out what the law says. Carry out a survey to find out how reliable a number of household electrical goods are and whether it is worth taking out insurance on breakdowns. Analyse and present your findings.
4. **Is there a disadvantage in not being able to speak to a salesperson or not being able to look at the goods?** Carry out a survey to find out what people think. plot and analyse your findings and present them in a way that might be put on a website.
5. **Will my details be kept private?**
Will I start receiving junk mail (spam) from other firms once I've given my personal details? Find out what the law says on this. Keep a check on the amount of spam you (and your friends?) receive over a week or so. Analyse the types of material that you get and its frequency. Analyse and present your findings.



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