



Professional Qualification in
COMPUTING AND INFORMATION SYSTEMS
Level 4 Diploma

UNIT 1 – INFORMATION SYSTEMS

Question 1

- (a) State what is meant by the term 'information systems'. (2 marks)
- (b) Identify **TWO** different types of information systems. (4 marks)
- (c) Identify **TWO** characteristics of information systems. (4 marks)

Question 2

- (a) Explain how a company is supported by the information system that they use. Provide an example of a company that you are familiar with to support your answer. (5 marks)
- (b) Describe the part new technology plays in an information system. (5 marks)

Question 3

- (a) Illustrate how a spreadsheet application integrates with an information system. Use an example to support your answer. (5 marks)
- (b) Illustrate how a database application integrates with an information system. Use an example to support your answer. (5 marks)

Question 4

Describe **TWO** business processes and explain how they may integrate with common office applications. (10 marks)

Question 5

Illustrate how the operation of a large commercial organisation is structured into a number of interconnecting functional areas. (10 marks)

Question 6

Describe the roles of each of the following organisational functions:(a)Communications. (5 marks)

(b)Procurement. (5 marks)

Question 7

(a) Describe the roles of managers in relation to their responsibilities for data and data protection. (5 marks)

(b) Discuss the importance of avoiding a fragmented approach to information management. (5 marks)

Question 8

(a) Identify **THREE** responsibilities of individuals for maintaining security. (6 marks)

(b) Identify **TWO** roles with responsibility for security. (4 marks)

Question 9

(a) Identify **THREE** key issues of data security. (6 marks)

(b) Identify **TWO** risk management strategies. (4 marks)

Question 10

State what is meant by each of the following aspects of security:

(a) Confidentiality. (2 marks)

(b) Privacy. (2 marks)

(c) Access. (2 marks)

(d) Accountability. (2 marks)

(e) Authentication. (2 marks)