Level 2 Install and configure ICT equipment and operating systems (7540-229)

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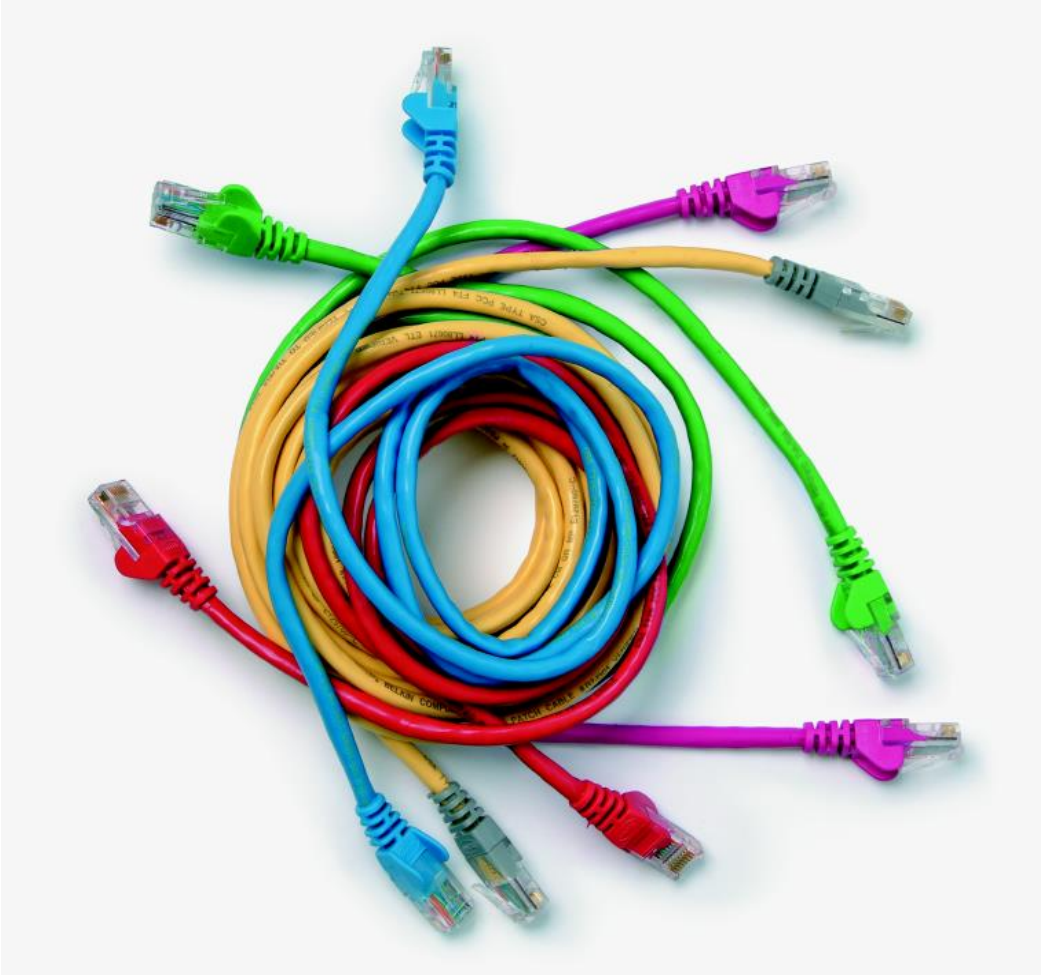
Systems and Principles
Assignment guide for Candidates
Assignment D



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City & Guilds
1 Giltspur Street
London EC1A 9DD
T +44 (0)844 543 0000 (Centres)
T +44 (0)844 543 0033 (Learners)
F +44 (0)20 7294 2400

www.cityandguilds.com
learnersupport@cityandguilds.com

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Introduction – Information for Candidates

About this document

This assignment comprises all of the assessment for Level 2 Install and configure ICT equipment and operating systems (7540-229).

Health and safety

You are asked to consider the importance of safe working practices at all times.

You are responsible for maintaining the safety of others as well as your own. Anyone behaving in an unsafe fashion will be stopped and a suitable warning given. You will **not** be allowed to continue with an assignment if you compromise any of the Health and Safety requirements. This may seem rather strict but, apart from the potentially unpleasant consequences, you must acquire the habits required for the workplace.

Time allowance

The recommended time allowance for this assignment is **3 hours**.

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Candidate Instructions

Time allowance: 3 hours

Assignment set up:

This assignment is made up of **three** tasks:

- Task A – Preparation for installation
- Task B – Testing installed hardware and equipment
- Task C – Upgrading and configuring an Operating System

Scenario

You are employed as an ICT support technician in a large company. You are asked to carry out a job which requires you to upgrade some ICT equipment. Although the system has been previously used, it has now become neglected and requires some attention. In order to make the equipment suitable for further use, you must carry out the tasks below.

All evidence, including screen prints, must be referenced with your name, date and task number.

Task A – Preparation for installation

1 (Please complete Tasks A1, A2, A3 and A4 on the Answer Sheet provided.)

You will be directed to a work area by the Assessor. This area has some ICT equipment already installed in it. List **six** hazards which must be addressed in order to make the work area safe.

2 For **each** item in your list in Task A1, state what must be done to resolve the problem.

3 Explain **two** common types of fault which could have occurred when the equipment was originally installed.

4 Give **three** reasons why it is important to keep installation records.

Task B – Testing installed hardware and equipment

1 Prepare your supplied work area, so that you are ready to build a computer system.

2 Prepare your given hardware prior to installation and check for any damage.

3 Ensure you have the correct equipment to install the components given.

4 Prior to installation ensure all of the components are compatible and able to be installed.

5 Report verbally any issues encountered to the Assessor.

6 Install the hardware given and configure the components according to manufacturer's instructions.

7 Inform the assessor of any problems identified with the installation or configuration of the components, or report no problems if all correctly installed and configured.

8 Record all of your installations in the ICT Installation Log (Hardware).

9 Complete the System Test Report for the following tests in Tasks B9 to B13.
Open the device or hardware management utility, check for and resolve any errors.

10 Open the system event log and configure it to only show errors.

11 Install and use a third party auditing program to obtain a system summary.

12 Install and use a third party benchmark program to obtain benchmarks for **three** system components.

13 Install anti-virus software and carry out a virus scan of the system.

14 Record all test results and actions taken using the System Test Report.

15 (Please complete Tasks B15 and B16 using the answer sheet provided.)

Explain the purpose of testing hardware

- following a new installation
- when a user has reported an error.

16 List **four** actions to be taken after testing hardware.

Task C – Upgrading and configuring an Operating System

1 (Please complete Task C1 using the Answer Sheet provided.)

You are now to install an Operating System service pack. List **three** items which should be available before beginning the installation process.

2 Perform a data back-up to a suitable storage device. Take a screen print.

3 Carry out a virus scan on the supplied installation disk. Inform the Assessor of any problems encountered. Do not proceed until told to do so.

4 Check that the system is suitable for the installation of the service pack.

5 Install the service pack(s) supplied on the installation disk(s). Take a screen print showing the completed installation.

6 Complete the ICT Installation Log (Software) with the appropriate installation details.

7 (Please complete Task C7, C8, C9 and C10 using the Answer Sheet provided.)

List **five** Operating System software settings which may need to be modified to suit individual user needs.

8 Explain the purpose of testing Operating System software following installation.

9 Explain why software should be set up according to user and organisational requirements.

10 Describe factors that can cause Operating System software not to perform as expected.

When you have finished working:

- Sign each document above your name and label all removable storage media with your name.
- Hand all paperwork and removable storage media to your assessor.

If the assignment is taken over more than one period, all paperwork and removable media must be returned to the test supervisor at the end of each sitting.

End of assignment

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1 Giltspur Street
London
EC1A 9DD
T +44 (0)844 543 0000 (Centres)
T +44 (0)844 543 0033 (Learners)
F +44 (0)20 7294 2400
www.cityandguilds.com

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