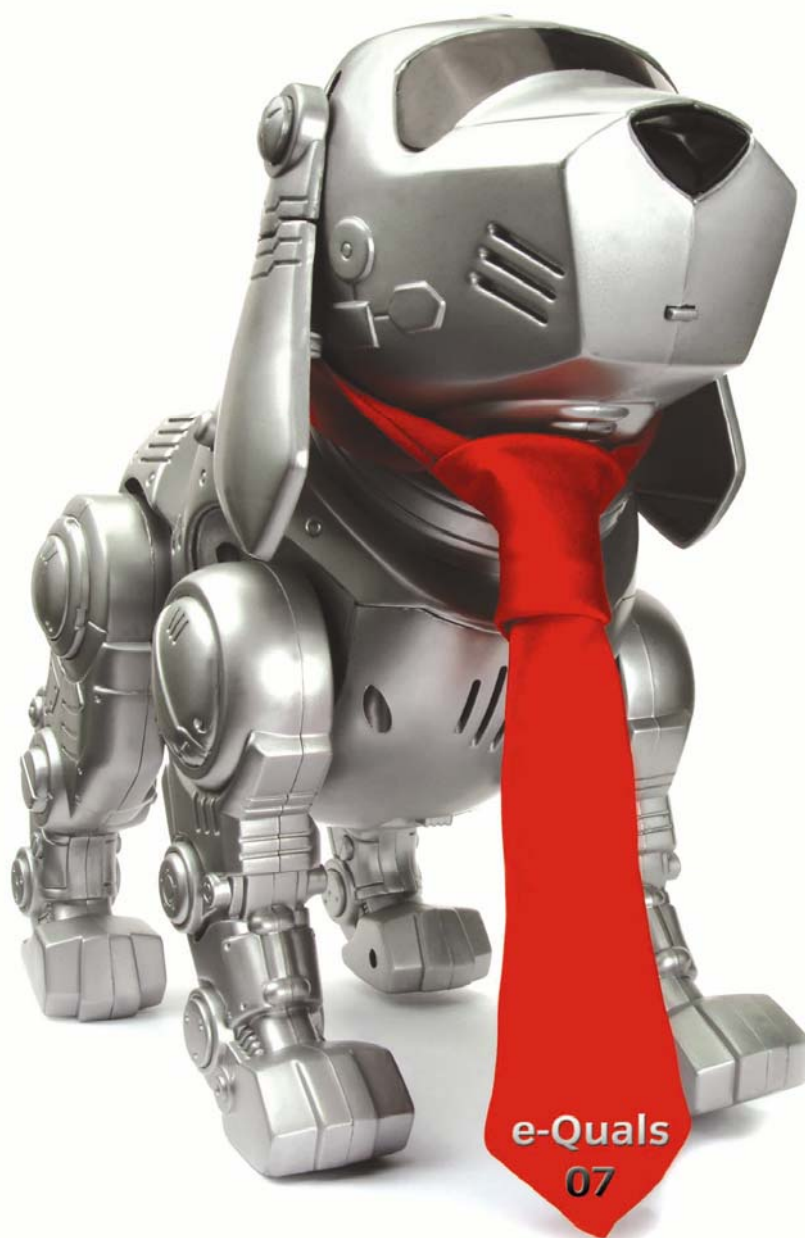


Level 3 Install, configure and integrate networked hardware and software (7266/7267-503/7540-361)

e-Equals Assignment guide for Candidates Assignment A



About City & Guilds

City & Guilds is the UK's leading provider of vocational qualifications, offering over 500 awards across a wide range of industries, and progressing from entry level to the highest levels of professional achievement. With over 8500 centres in 100 countries, City & Guilds is recognised by employers worldwide for providing qualifications that offer proof of the skills they need to get the job done.

City & Guilds Group

The City & Guilds Group includes City & Guilds, ILM (the Institute of Leadership & Management) which provides management qualifications, learning materials and membership services, NPTC which offers land-based qualifications and membership services, and HAB (the Hospitality Awarding Body). City & Guilds also manages the Engineering Council Examinations on behalf of the Engineering Council.

Equal opportunities

City & Guilds fully supports the principle of equal opportunities and we are committed to satisfying this principle in all our activities and published material. A copy of our equal opportunities policy statement is available on the City & Guilds website.

Copyright

The content of this document is, unless otherwise indicated, © The City and Guilds of London Institute 2009 and may not be copied, reproduced or distributed without prior written consent.

However, approved City & Guilds centres and learners studying for City & Guilds qualifications may photocopy this document free of charge and/or include a locked PDF version of it on centre intranets on the following conditions:

- centre staff may copy the material only for the purpose of teaching learners working towards a City & Guilds qualification, or for internal administration purposes
- learners may copy the material only for their own use when working towards a City & Guilds qualification

The *Standard Copying Conditions* on the City & Guilds website also apply.

Please note: National Occupational Standards are not © The City and Guilds of London Institute. Please check the conditions upon which they may be copied with the relevant Sector Skills Council.

Publications

City & Guilds publications are available on the City & Guilds website or from our Publications Sales department at the address below or by telephoning +44 (0)20 7294 2850 or faxing +44 (0)20 7294 3387.

Every effort has been made to ensure that the information contained in this publication is true and correct at the time of going to press. However, City & Guilds' products and services are subject to continuous development and improvement and the right is reserved to change products and services from time to time. City & Guilds cannot accept liability for loss or damage arising from the use of information in this publication.

City & Guilds

1 Giltspur Street

London EC1A 9DD

T +44 (0)20 7294 2800

F +44 (0)20 7294 2400

www.cityandguilds.com

learnersupport@cityandguilds.com

Contents

Introduction – Information for Candidates	2
Level 3 Install, configure and integrate networked hardware and software (7266/7267-503/7540-361)	3
Candidate instructions	3

Level 3 Install, configure and integrate networked hardware and software (7266/7267-503/7540-361) Assignment A

Introduction – Information for Candidates

About this document

This assignment comprises part of the assessment for Level 3 Install, Configure and Integrate Networked Hardware and Software (7266/7267-503/7540-361).

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 8 hours.

Level 3 Install, configure and integrate networked hardware and software (7266/7267-503/7540-361)

Candidate instructions

Time allowance: 8 hours

Assignment set up:

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

- Task A –Survey an installation site and produce an installation plan.
- Task B –Install a network.
- Task C –Produce an installation report and a brief integration plan.

Scenario

A client company currently has two stand-alone workstations in separate offices. There is an increasing requirement for users to share files and facilities and there will be a requirement to expand the system in the future. There is also a requirement for the users to communicate internally via email. You have been asked to convert the current installation to a small client-server system with a shared printer.

Your assessor will give details of the area to be surveyed in Task A, which, for practical reasons, may not be the area in which you will set up the system in Task B

Note: You should record, on the forms provided, details of all installations, configurations, users, tests and results for use in Task C

Task A –Survey an installation site and produce an installation plan

- 1 Carry out a pre-installation survey of the area designated by the assessor. Your survey report should include details of
 - a risk assessment highlighting hazards and their associated risks, **both** for the installers during the installation **and** the users after the installation
 - **five** practical considerations during installation
 - **four** potential problems during installation
- 2 Create your own installation plan and schedule for this task.
- 3 Produce physical and logical network connection diagrams for use during installation. The diagrams should show the following and include other information to enable correct configuration of the network.
 - Connections.
 - Cable types and approximate lengths.
 - The relative locations of major system components.
 - An interconnection table.

Task B –Install a network

Your assessor will provide information to be used in relation to this task.

- 1 Carry out an audit of the two stand-alone machines using auditing software provided by your assessor. Enter details on the Hardware and Software Audit Report. Use a separate sheet for each machine.
- 2 Prepare the two stand-alone machines for networking operations using appropriate hardware and software to be provided by the assessor.
- 3 Complete details on the System Installation Plan.
- 4 Connect the network using hardware and cables provided.
- 5 Test the network connectivity using diagnostic software.
- 6 Set up the user accounts with appropriate rights and passwords.
- 7 Configure maintenance routines for access policies and passwords.
- 8 Create home directories for the users with data files provided by the assessor.
- 9 Test to ensure the security of the server including the home directories.

- 10 Connect the printer to the network and configure the server to manage the printer and the client machine to use the printer.
- 11 Install the supplied email program on the network.
- 12 Configure the email program to ensure users on both machines can send and receive messages.
- 13 Test the email functionality.
- 14 Test the printing facility from each workstation.
- 15 Install and configure virus protection software on the network.
- 16 Install and configure a firewall on the network.

Task C –Produce an installation report and a brief integration plan

- 1 Using the details recorded in Task B, compile a short installation report to include
 - details of hardware and software installed
 - a logical and physical interconnection diagram
 - a list of user profiles – user names and passwords, permissions, etc
 - the tests used to confirm integrity and functionality at each stage, including results.
- 2 Produce an installation plan for the integration of a networked photocopier into the system including
 - preservation of data
 - component installation
 - component configuration
 - testing.

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

Published by City & Guilds
1 Giltspur Street
London
EC1A 9DD
T +44 (0)20 7294 2468
F +44 (0)20 7294 2400
www.cityandguilds.com

**City & Guilds is a registered charity
established to promote education
and training**