Level 2 Install and configure equipment and operating systems (7266/7267-403/7540-229)

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Assignment guide for Candidates
Assignment A

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Level 2 Install and configure equipment and operating systems (7266/7267-403/7540-229) Assignment A

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 (7266/7267-403/7540-229).

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 **4 hours**.

Level 2 Maintain ICT equipment and systems 2 (7266/7267-401/7540-228)

Candidate instructions

Time allowance: 4 hours

Assignment set up:

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

- Task A – prepare to install software.
- Task B – install and configure software.
- Task C – test and resolve problems.

Scenario

Thompson and Co provides customer systems support for a wide variety of organisations. The company has been contracted to set up and configure a new workgroup of existing workstations. As an employee of Thompson and Co, you have been given the task of installing the required software. This assignment involves installing software on one workstation as a specimen.

You should take any necessary steps to secure the existing system and data. You should test your installation to ensure that it meets customer requirements. You must record your activities, any problems encountered and any details of the installation, which need to be, recorded for future reference, such as license numbers, system identification etc.

Task A – Prepare to install software

Q1 State three physical checks that should be made when unpacking equipment.

Q2 State five common problems that could arise from incorrect packaging and handling.

1 Unpack the equipment. Check the equipment for any deficiencies or damage. Record any problems encountered on the Installation Request form.

2 Ensure that all units and cabling are compatible and that they meet the requirements stated in the Installation Request. Record any problems on the Installation Request form.

3 Obtain from your Assessor any resources required to resolve the above problems.

4 Record all equipment details. Complete the ICT System Installation Log (Hardware).

Task B – Install and configure software

1 Physically connect the system as specified in the Installation Request form.

2 Set up the workstation for your own use in accordance with health and safety guidance.

3 Record all port connections details on the ICT System Installation Log (Hardware).

4 Boot up the system and record details of any problems encountered on the Fault Reporting Log Sheet.

5 Resolve any problems encountered and record actions taken on the Fault Reporting Log Sheet.

6 Install any remaining components of the operating system as detailed on the Installation Request.

7 Configure the operating system as instructed in the Installation Request Form.

Task C – Test and resolve problems

1 Identify software licensing and version details of installed software including the operating system. Confirm that the hardware meets the minimum system requirements. Record details on the ICT System Installation Log (Software).

2 Identify software licensing and version details of printer driver, printer operating software and antivirus program. Confirm the hardware meets the minimum system requirements. Record details on the ICT System Installation log (software).

3 Install printer driver and operating software. Produce a test print.

4 Using the system testing reports, select **six** suitable tests for the system, to ensure it runs as required. Identify **four** inappropriate tests on the System Software Test Report and clearly label them in the Comments column.

5 Carry out the selected tests and log the results on the appropriate system testing report sheets. Resolve any problems encountered.

6 Install and configure the anti-virus software as specified in the Installation Request Form.

7 Carry out a virus scan of the system. Record any problems you encounter on the ICT System Installation Log (Software). Produce a screen print showing the results of the virus scan.

Q3 Explain **two** faults that may occur when installing and configuring hardware.

Q4 Explain the difference between the terms **benchmark** and **actual performance**.

8 Hand all paperwork and removable storage media to your Assessor. Ensure that your name is clearly identified on your work.

9 Sign above your name and hand all paperwork to your Assessor.

End of assignment

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