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

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Assignment guide for Candidates
Assignment D

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Contents

Introduction – Information for Candidates	2
Candidate instructions	3

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

Introduction – Information for Candidates

About this document

This assignment comprises all of the assessment for Level 2 Install and configure 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 **3 hours**.

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

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 equipment has been previously installed and 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 You will be directed to a work area by your Assessor. This area has some ICT equipment already installed in it. List **six** issues 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.

Q1 Explain **two** common types of fault which could have occurred when the equipment was originally installed.

Q2 Give **three** reasons why it is important to keep installation records.

Task B – Testing installed hardware and equipment

1 In a safe working environment, use **each** of the following tools to confirm the correct operation of the hardware supplied. Provide a screen print of each as evidence.

a) Open the device or hardware management utility and check for any errors.
b) Open the system event log and configure it to only show errors.
c) Use a system information (or other) tool to show any conflicts.
d) Install and use a third party auditing programme to obtain a system summary.
e) Install and use a third party benchmark programme to obtain benchmarks for three system components.
f) Install anti-virus software and carry out a virus scan of the system.

2 List any problems found from the tests above. Take any actions necessary to rectify these problems. Document your actions.

Q3 Explain the purpose of testing equipment and hardware

a) following a new installation
b) when a user has reported an error.

Q4 List **four** actions to be taken after testing equipment.

Task C – Upgrading and configuring an OS

Q5 You are now to carry out an upgrade to the system. List **seven** items of equipment/materials which should be available before beginning the upgrade process.

1 Perform a data back-up to a suitable storage device.

2 Carry out a virus scan on the supplied installation disk. Report any problems encountered and inform your Assessor. Do **not** proceed until told to do so.

3 Install the OS service pack(s) supplied on the installation disk(s) and obtain a printout to show that the installation was successful.

4 Complete the ICT Installation Log (Software).

Q6 List **six** OS software settings which may need to be modified to suit individual user needs.

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

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

End of assignment

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