City & Guilds Level 3 Setting Up an IT System (7574-303)

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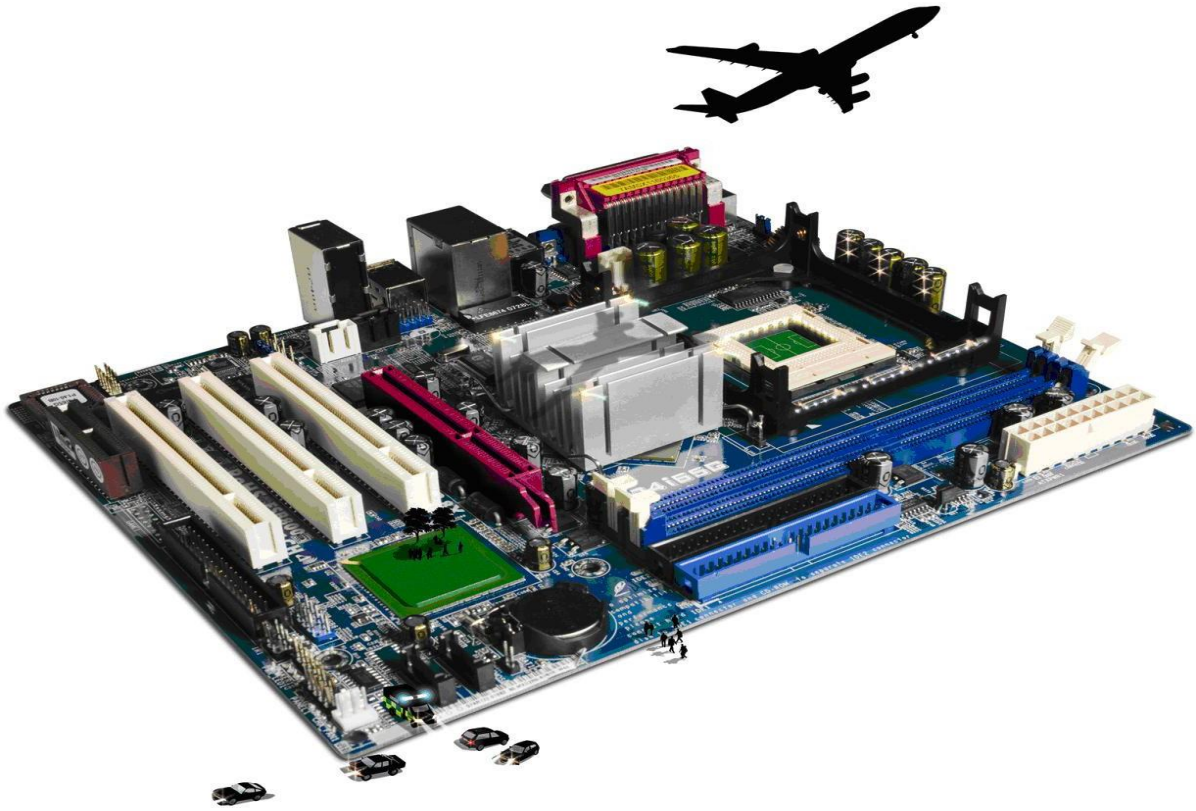
ITQ
Assignment guide for Candidates
Assignment B



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Level 3 Setting Up an IT System (7574-303) Assignment B

Introduction – Information for Candidates

About this document

This assignment comprises all of the assessment for Level 3 Setting Up an IT System (7574-303).

Health and safety

You are responsible for maintaining the safety of others as well as your own. You are asked to work safely at all times.

You will **not** be allowed to continue with an assignment if you compromise any of the Health and Safety requirements.

Time allowance

The recommended time allowance for this assignment is **two and a half hours**.

Level 3 Setting Up an IT System (7574-303)
Candidate instructions

Time allowance: two and a half hours

The assignment:

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

- Task A - Select and build an IT system
- Task B - Configure system
- Task C - Test system
- Task D - IT issues and risks

Scenario

You have been recruited by Pear computing UK Ltd, Pear has recently begun to sell their own brand of computer systems in the UK, they have been extremely successful in the US and now they are looking to expand, your role is as an IT technician supporting the operations at their head office. Since the company is new there are a great number of computer systems that require support.

Read all of the instructions carefully and complete the tasks in the order given.

Task A – Select and build an IT system

1 Your first task is to select and build a computer system from the components given to you by your assessor, the computer system needs to be able to scan documents, store large files to external media and connect to the Internet.

Once configured test your system by connecting it to the Internet and also by scanning in a document.

Save the scan document as **scan 1.jpg**

2 On your **Answers 303 B** document, provided by your assessor explain the reasons for choosing your communication device.

3 On your **Answers 303 B** document, provided by your assessor explain the effects of data transmission speeds.

4 On your **Answers 303 B** document, provided by your assessor explain the factors that influence choice of ISP.

Task B – Configure system

1 Using the computer you have built in task A, create **one** administrator account and **two** basic user accounts that have limited access to system files.

Install and configure the office suite that you have been given ensure all users on the computer system have access to the installation, **Do not** install any spreadsheet applications.

The computer also requires an antivirus install and configure the one provided to you by your assessor.

2 Create a backup routine for both system and data files and explain why disk partitions should not be used and where backups should be stored, and how backups should be used in the event of file loss.

Task C – Test system

1 Create a test plan that will test the hardware and software of your computer system.

On your test plan devise tests that will test each of the peripherals that you installed in task A and also test each piece of software that you installed in task B.

On your test plan add an explanation of **two** communication tests which are needed on your system and why.

Task D – IT issues and risks

1 Explain how you would choose hardware components that avoid compatibility issues.

2 On your **Answers 303 B** document, provided by your assessor explain **four** Health and Safety issues associated with setting up an IT system.

3 On your **Answers 303 B** document, provided by your assessor explain the characteristics of IT systems that affect performance.

4 Explain what security precautions need to be addressed for the system to be used securely online by several users.

5 Explain **three** different ways of finding help and support with troubleshooting IT problems.

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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