

Reference No.																	
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## SELF-ASSESSMENT GUIDE

Qualification Title:	<b>COMPUTER SYSTEMS SERVICING NC II</b>		
COC 1	<b>INSTALL AND CONFIGURE COMPUTER SYSTEMS</b>		
Instruction: Read each question and check the appropriate box to indicate your answer.			
<b>Can I?</b>	<b>YES</b>	<b>NO</b>	
<i>Assemble computer hardware</i>			
• Plan and prepare unit for assembly*			
• Identify and obtain materials necessary to complete the work and checks against system requirements*			
• Obtain tools, equipment and testing devices to carry out the work and check for correct operation and safety*			
• Assemble following computer hardware according to established OH & S policies and procedures and system requirements* <ul style="list-style-type: none"> <li>- Motherboard and its components</li> <li>- Hard drives and its accessories</li> <li>- Power supply</li> <li>- Peripherals such as keyboard, mouse, cables</li> </ul>			
• Perform Basic Input Output System (BIOS) configuration based on system requirements*			
<i>Prepare installer</i>			
• Create portable bootable devices according to software manufacturer's instruction*			
• Prepare customized installers according to software utilization guide and end-user agreement*			
• Install portable applications according to software user guide and software license*			
<i>Install operating system and drivers for peripherals/ devices</i>			
• Install operating system according to established installation procedure and end-user agreement*			
• Install and configure drivers of peripherals and devices according to manufacturer's instructions and OS installation procedures*			
• Access and install OS and drivers updates/patches based on manufacturer's recommendations and requirements*			
• Check quality of work according to established procedures*			
<i>Install application software</i>			
• Install application software based on installation guides, end-user agreement and license agreement *			

• Carry out variation in application software installation according to manufacturer's recommendations and requirements*		
• Access and install software updates based on manufacturer's recommendations and requirements*		
<i>Conduct testing and documentation</i>		
• Test devices/systems/installation to determine whether they conform to requirements*		
• Conduct stress test to ensure reliability of equipment		
• Follow 5S and 3Rs according to environmental policies		
• Complete and forward the documentation to appropriate personnel and/or authority		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
<b>Candidate's Name &amp; Signature:</b>		<b>Date:</b>

NOTE: \* Critical Aspects of Competency