



**DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF NEGROS ORIENTAL
REGION VII**

Kagawasan Ave., Daro, Dumaguete City, Negros Oriental



TLE-ICT-CSS

Quarter 3 – Module 1-4: INSTALLING AND CONFIGURING COMPUTER SYSTEM (ICCS) (INSTALL APPLICATION SOFTWARE)



TVE – Grade 10

Alternative Delivery Mode

Quarter 3 – Module 1-4: INSTALLING AND CONFIGURING COMPUTER SYSTEM

(Install Application Software)

Second Edition, 2021

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Introductory Message

This Self-Learning Module (SLM) is prepared so that you, our dear learners, can continue your studies and learn while at home. Activities, questions, directions, exercises, and discussions are carefully stated for you to understand each lesson.

Each SLM is composed of different parts. Each part shall guide you step-by-step as you discover and understand the lesson prepared for you.

Pre-tests are provided to measure your prior knowledge on lessons in each SLM. This will tell you if you need to proceed on completing this module or if you need to ask your facilitator or your teacher's assistance for better understanding of the lesson. At the end of each module, you need to answer the post-test to self-check your learning. Answer keys are provided for each activity and test. We trust that you will be honest in using these.

In addition to the material in the main text, Notes to the Teacher are also provided to our facilitators and parents for strategies and reminders on how they can best help you on your home-based learning.

Please use this module with care. Do not put unnecessary marks on any part of this SLM. Use a separate sheet of paper in answering the exercises and tests. And read the instructions carefully before performing each task.

If you have any questions in using this SLM or any difficulty in answering the tasks in this module, do not hesitate to consult your teacher or facilitator.

Thank you.



What I Need to Know

This module was designed and written with you in mind. It is here to help you master the Install and Configure Computer System (Install Application Software). The scope of this module permits it to be used in many different learning situations. The language used recognizes the diverse vocabulary level of students. The lessons are arranged to follow the standard sequence of the course. But the order in which you read them can be changed to correspond with the textbook you are now using.

The module is divided into three lessons, namely:

- Lesson 1 – Install and Uninstall application software
- Lesson 2 – Update Software and anti-virus software

After going through this module, you are expected to:

1. Install Application Software based on software installation guides, end-user requirements and software license agreement.
2. Install software updates in accordance with manufacturer's recommendations and requirements



What I Know

- I. **Direction:** Choice a letter of the correct answer. Write your answer in your notebook.
1. It is a program or group of programs designed for end-users.
 - a. Application
 - b. Antivirus
 - c. Windows Store
 - d. Installing software from the Web
 2. It is a program or set of programs that are designed to prevent, search for, detect, and remove software viruses, and other malicious software like worms, trojans, adware, and more.
 - a. Application
 - b. Antivirus
 - c. Windows Store
 - d. Installing software from the Web
 3. The most common way to get new software is to download it from the Internet.
 - a. Application
 - b. Antivirus
 - c. Windows Store
 - d. Installing software from the Web
 4. It is the simplify the process of locating and installing software from third-party developers—when you find an app in the Windows store, you won't have to do any extra work to install it.
 - a. Application
 - b. Antivirus
 - c. Windows Store
 - d. Installing software from the Web

II. Enumeration

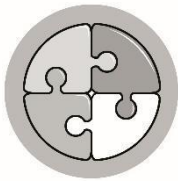
1. Enumerate the Steps on how to uninstall a software in windows pc.
2. Enumerate the steps on how to update operating system.
3. Enumerate the importance in updating operating systems.

Note: If you get 100% correct in this pre- assessment, skip the lesson but if not and only get 50% to 99% correct, then proceed with the lesson.

Lesson 1

Install and Uninstall Application Software

Application software or App is a program or group of programs designed for end-users. This contrasts with system software, which is mainly involved with running the computer. Some examples of these applications are spreadsheet, word processor, web browser, accounting application, email client, media player, file viewer, simulators, console game, a photo editor. Applications may be classified as proprietary, open-source, or projects and may be bundled with the computer and its system software or published separately. Apps built for mobile platforms are called mobile apps.



What's In

In the past module you learn about install operating system and drivers for peripherals/device.

The next lesson will guide you on how to install, uninstall and update application software and anti-virus.



What's New

Direction: Unscramble the letters to form a word. Write your answers on your notebook or answer sheet.

1. SRIUV-
2. PPAIONTLICA -
3. ALLSTUNNI -



What is It

Installing software on your Windows PC

Computer enables us to do some really amazing things like digital photo editing, computer gaming, video streaming and many more because of different types of software. Developers or programmers are always creating new software applications, which allow you to do even more and better with your computer.

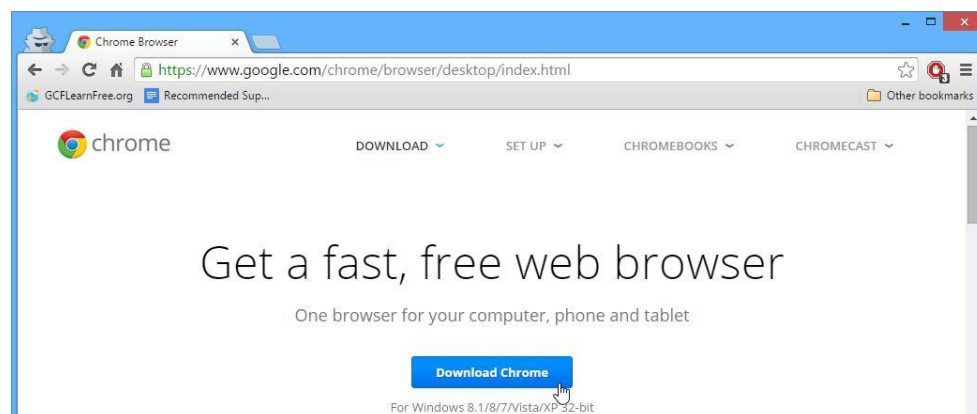
Installing from a CD-ROM

The most common way to get new software in mid-1990s through the late 2000s was to purchase a CD-ROM then insert the disc and the computer would guide through the installation. All you have to do is to follow the instructions. However, at present almost all software has moved away from this model because new computers no longer include a CD-ROM.

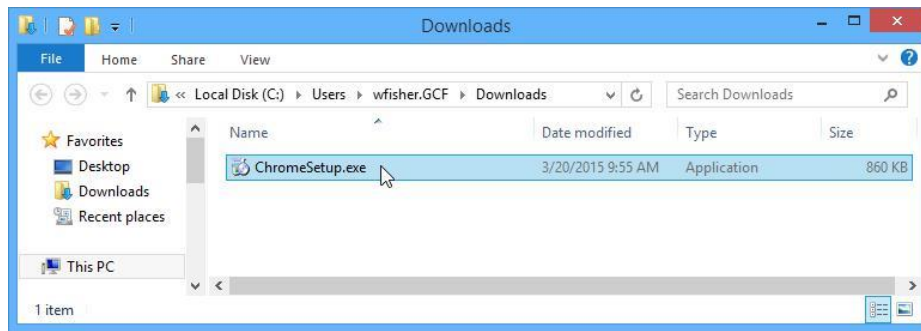
Installing software from the Web

Nowadays, the most common way to get new software is to download it from the Internet like Microsoft Office and Adobe Photoshop. You can also install free software like Google Chrome web browser by visiting download sites and clicking the Download button. The installation file will then be saved to your computer in .exe (*pronounced dot e-x-e*) format, this is the standard extension for installation files on Windows computers. Below are the steps that you can follow in installing an application from an .exe file.

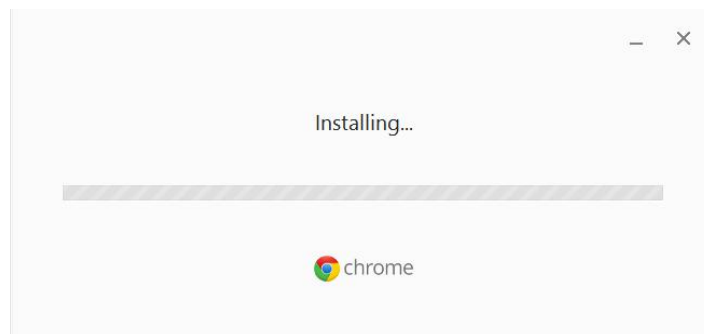
Locate and download an .exe file.



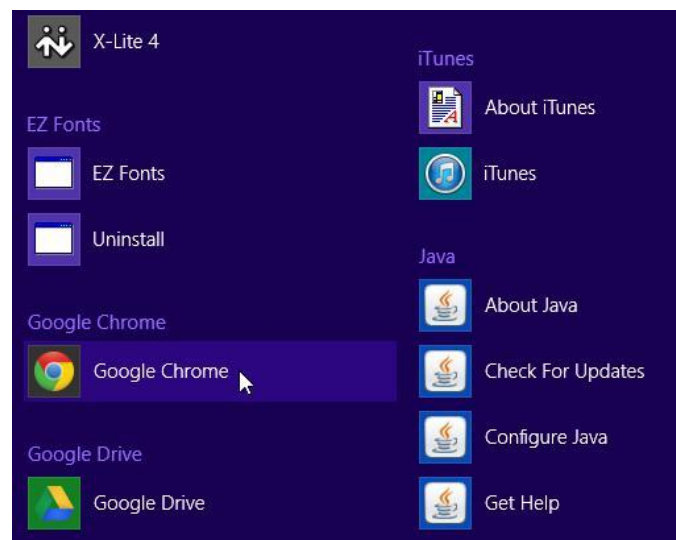
Locate and double-click the .exe file. (It will usually be in your Downloads folder.)



A dialog box will appear. Follow the instructions to install the software.



The software will be installed. You can now open the application from the Start menu (Windows 7) or the Start Screen (Windows 8).

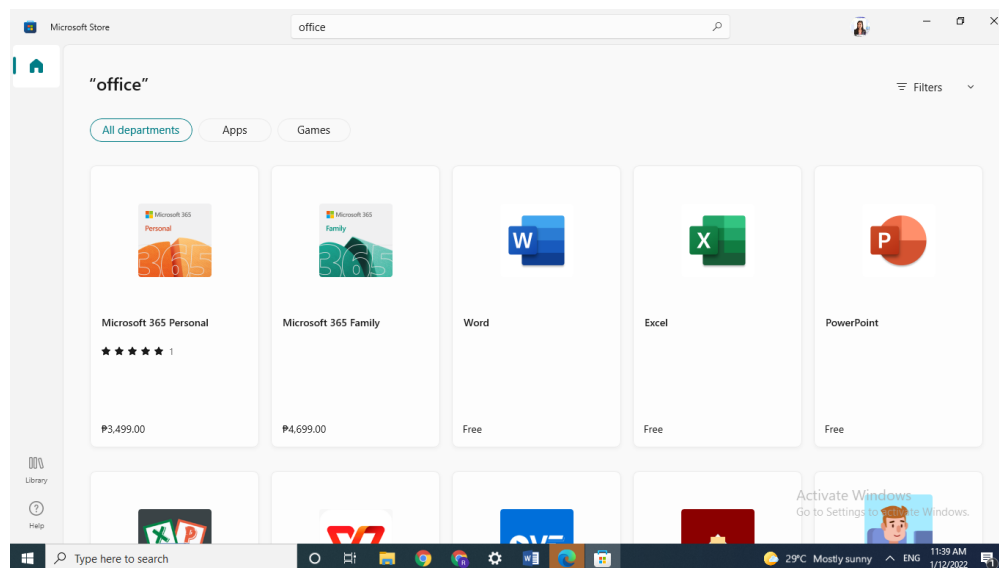


Tips for finding software

The easiest way to find new software is to search the Web. For example, you could run a Google search for free photo-editing software to edit some personal photos on your computer. If you're not exactly sure what kind of software you're searching for, describe the tasks you want to do and click search. For example, if you wanted a way to organize your appointments and do a list of your tasks, you might search for something like free calendar organizer software.

The Windows Store

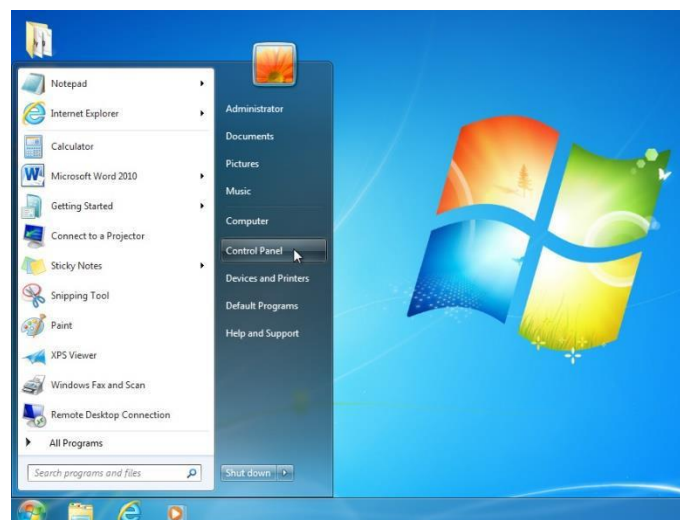
If you're using Windows 8, you can download and install software from Windows Store. This store is meant to simplify the process of locating and installing software from third-party developers. This means that when you download an app in the Windows store, you don't need to do any extra work to install it.



Uninstalling software from your Windows PC

Uninstalling software means removing software or applications in your computer that you no longer use. This is a good way to clear up space on your hard drive and keep your computer free of clutter. The following is an example of the steps in uninstalling a particular software:

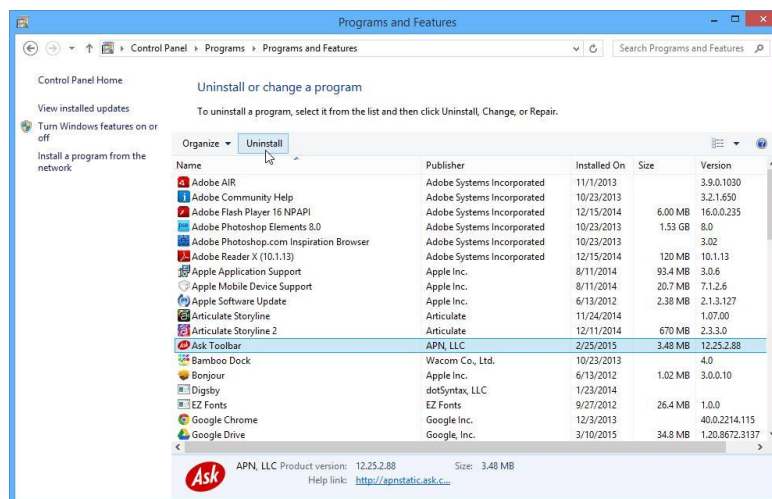
1. Open the Control Panel.



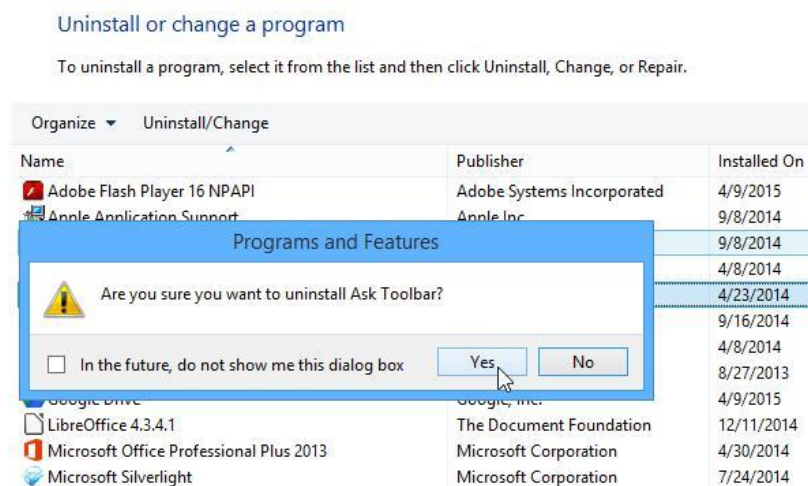
2. Select Uninstall a program (in the Programs category).



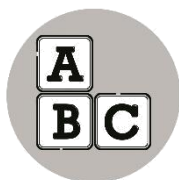
3. Select the desired application, then click Uninstall.



4. Confirm the uninstallation.

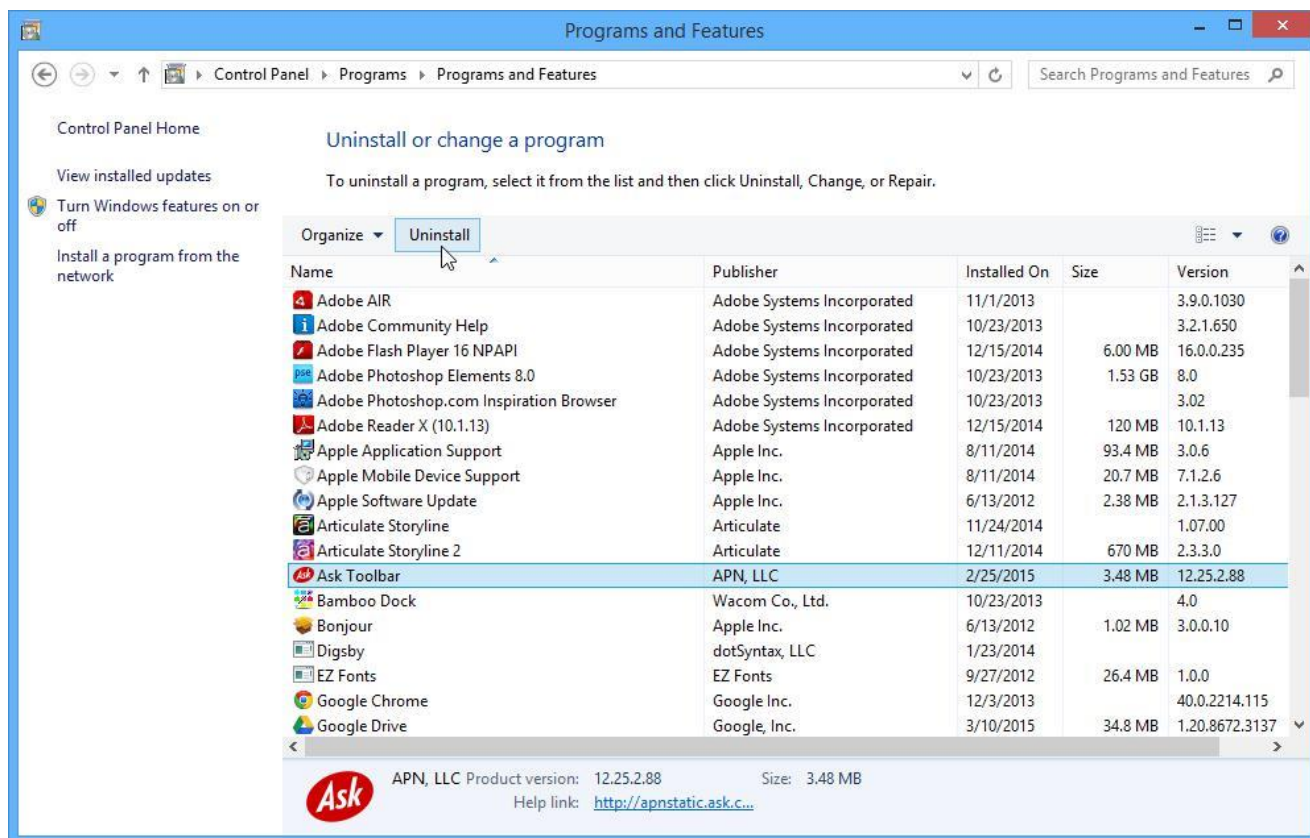


That's it! The program will be removed from your computer



What's More

Direction: Choose any among the applications software below. Then enumerate the steps on how to uninstall your chosen software.



What I Have Learned

I have learned that _____

I have realized that _____

I will apply _____



What I Can Do

Option 1: Install any application software in your PC. Take a video of your performance and send it to your teacher. (Use rubric below)

Option2: Choose any application software in your cellphone which you personally installed. Write the steps on how you installed the software. Relate this in installing software application in PC by writing a short narrative. Write this in your notebook or answer sheet.

Rubrics				
Adherence to the Procedure executing against a defined set of standards in a particular way, even when it's possible that alternative approaches could achieve the same result.	20- executed all the procedures correctly and systematically	15 – executed most of the procedures correctly and systematically	10 - executed some of the procedures correctly and systematically	5 – executed fair of the of the procedures correctly and systematically
Workmanship quality of a handmade object that is skillfully crafted.	20- displayed very high skills in achieving desired result	15 -displayed high skills in achieving desired result	10 -displayed average skills in achieving desired result	5- displayed fair skills in achieving desired result
Speed Perform the task in given time	10 – accomplished task ahead of time	8 – accomplished task on time	5- accomplished task beyond the given time	
Total	50			



Assessment

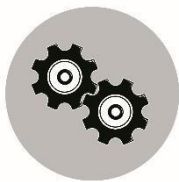
Direction: Arrange the flowchart into proper order by writing number on each step.

Step ____

Step ____

Step ____

Step ____



Additional Activities

In preparation for the next module read or watch a video about how to conduct testing and documentation on computer systems servicing.

Lesson 2

Update Software and Antivirus Software

Have you experienced seeing little pop-up windows in your PC or mobile devices? Well, these tell you that software updates are available for your computer, laptop, tablet, or mobile device. Software updates are important to your digital safety and cyber security. Do not click on that “Remind me later” button or at least don’t put off updating your software for long. This will make you feel confident your device is more secure until the next update reminder.



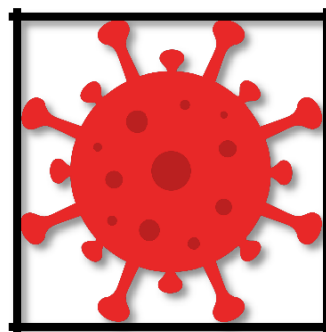
What’s In

In the past lesson you learn Installing Application by CD-ROM, Web and Store. In this lesson you will learn about updating software and importance of antivirus.



What’s New

2-Picture-1-Word



— — — — —



What is It

Importance in Updating Operating Systems

1. Software updates do a lot of things

Software updates repair security holes that have been discovered and fixing or removing computer bugs. These can also add new features to your devices and remove outdated ones. But make sure your operating system is running the latest version.

2. Updates help patch security flaws

Security flaws or software vulnerabilities is a security hole or weakness found in a software program or operating system. Hackers can write codes or alter the software program to target the vulnerability. The code is packaged into malware called malicious software. It can possibly infect your computer with no action on your part other than viewing a rogue website, opening a compromised message, or playing infected media. The malware can then steal data saved on your device or allow the attacker to gain control over your computer and encrypt your files.

To avoid this problem you need software updates which often include software patches that cover the security holes to keep hackers out.

3. Software updates help protect your data

Updating your software and operating systems helps keep hackers out. A lot of documents and personal information are usually kept on your devices like your personally identifiable information — from emails to bank account information. These data are valuable to cybercriminals for they can use it to commit crimes in your name or sell it on the dark web to enable others to commit crimes. If it's a ransomware attack, they might encrypt your data and ask you to pay a ransom for an encryption key to get it back or you might pay a ransom and not get it back.

4. Stop spreading to another device

Cyber security is mostly about you, but you've got other people to think about too. Install a trusted security program such as Norton 360™ which can help keep your devices secure so that you could not be a source of virus which you can possibly pass on to your friends, family, and business associates. But it's also important to know anti-virus protection isn't enough to protect your devices against all cyber threats. That's why you want to keep your software and systems updated.

5. Add new features and improve existing ones.

Updates patch security holes and add new features and improve existing ones. Your software program may get a new shot of stability — no more crashing. You could ignore those reminders to update your software, but you might be missing out on a lot, starting with your cyber security.

To update Windows 7, 8, 8.1, and 10 Operating System:

1. Open Windows Update by clicking the Start button in the lower-left corner. In the search box, type Update, and then, in the list of results, click either Windows Update or Check for updates
2. Click the Check for updates button and then wait while Windows looks for the latest updates for your computer
3. If you see a message telling you that important updates are available, or telling you to review important updates, click the message to view and select the important updates to download or install
4. In the list, click the important updates for more information. Select the checkboxes for any updates that you want to install, and then click OK
5. Click Install updates

Note: It is important that you do not shut your computer down or allow it to run out of battery during the update process to avoid corruption of the operating system which can often only be fixed by reformatting the computer. If you are experiencing issues updating your computer, please review this Windows update troubleshooting guide from Microsoft. For information on Microsoft Windows Automatic Updates, visit Microsoft's Update site.

What is Antivirus Software?

Antivirus software is a program or set of programs that are designed to search for, detect, prevent and remove computer viruses and other malicious software such as worms, trojans, adware and more.

Why Do I Need Antivirus Software?

A computer without antivirus software protection will be infected within minutes of connecting to the internet. These antivirus software are critical for users to have installed and updated to deal with the more than 60,000 new pieces of malware created daily. Hackers are targeting remote workers. Viruses can be programmed to cause damage to your device, prevent a user from accessing data, or to take control of your computer. Today's malware changes appearance quickly to avoid detection by older, definition-based antivirus software.

What Does AntiVirus Software Do?

Several different companies build antivirus software and what each offer can vary but all perform some essential functions:

- Scan specific files or directories for any malware or known malicious patterns
- Schedule scans to automatically run for you
- Initiate a scan of a particular file or your entire computer, or of a CD or flash drive at any time.

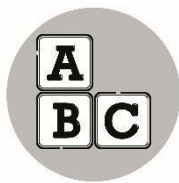
- Remove any malicious code detected –sometimes you will be notified of an infection and asked if you want to clean the file, other programs will automatically do this behind the scenes.
- Show you the ‘health’ of your computer

What Are the Benefits of Antivirus Software?

Antivirus solutions protect precious memories, music and photo libraries, and important documents from destruction by malware. Make sure your protection is up to the challenge of defending against the latest threats.

Modern antivirus solutions are capable of:

- Detecting, blocking, and removing viruses, malware, and ransomware
- Preventing identity theft and block phishing and fraud
- Warning about dangerous websites and links before you click
- Scanning the Dark Web to find if an email address has been compromised
- Keeping online accounts protected with secure password encryption
- Providing simple training to teach you and your family how to be even safer online
- Tuning up your computer to keep it running smoothly, just like new



What's More

Enumeration

1. What is the importance of updating an operating system?
2. Enumerate at least 3 benefits of antivirus.



What I Have Learned

Complete the statement below.

I have learned that _____

I have realized that _____

I will apply _____



What I Can Do

Option 1: Install any Anti-virus software in your PC. Take a video of your performance and send it to your teacher. Use rubric below to assess you performance.

Option2: Write the steps on how you updated the operating system of your cellphone. Compare the process in updating software in PC as discussed in this module. Write this in your notebook or answer sheet.

Rubrics				
Adherence to the Procedure executing against a defined set of standards in a particular way, even when it's possible that alternative approaches could achieve the same result.	20- executed all the procedures correctly and systematically	15 – executed most of the procedures correctly and systematically	10 - executed some of the procedures correctly and systematically	5 – executed less of the of the procedures correctly and systematically
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Speed Perform the task in given Time	10 – accomplished task ahead of time	8 – accomplished task on time	5- accomplished the given time	task beyond
Total	50			



Assessment

Direction: Write **D** if the statement is referring to what antivirus can do and **B** if the statement is benefits of antivirus. Write your answer in you notebook/answer sheet.

1. Remove any malicious code detected –sometimes you will be notified of an infection and asked if you want to clean the file, other programs will automatically do this behind the scenes.
2. Show you the ‘health’ of your computer
3. Providing simple training to teach you and your family how to be even safer online
4. Scanning the Dark Web to find if an email address has been compromised
5. Show you the ‘health’ of your computer
6. Allow you to schedule scans to automatically run for you
7. Preventing identity theft and block phishing and fraud
8. Allow you to initiate a scan of a particular file or your entire computer, or of a CD or flash drive at any time.
9. Keeping online accounts protected with secure password encryption
10. Scan specific files or directories for any malware or known malicious patterns



Additional Activities

For the preparation of the next module read or watch a video about Burning or testing installed equipment/devices in computer systems servicing.

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