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| **Qualification details** |  | | |
| **Training Package code and title** | **UEE11 Electrotechnology Training Package (Release 1.5)** | | |
| **Qualification National Code & Title** | 22289VIC – Certificate II in Integrated Technologies | **State**  **code** | YN54 |
| **Qualification National Code & Title:** | UEE21911 – Certificate II in Electronics | **State**  **code:** | A113 |
| **Qualification National Code & Title:** | UEE20511 – Certificate II in Computer Assembly and Repair | **State**  **code:** | A103 |
| **Qualification National Code & Title:** | UEE40711 – Certificate IV in Electronics and Communications | **State**  **code:** | A137 |
| **Qualification National Code & Title:** | UEE40111 – Certificate IV in Computer Systems | **State**  **code:** | A132 |
| **Qualification National Code & Title:** | UEE50511 – Diploma of Electronics and Communications Engineering | **State**  **code:** | A160 |
| **Qualification National Code & Title:** | UEE50111 – Diploma of Computer Systems Engineering | **State**  **code:** | A155 |
| **Qualification National Code & Title** | 22289VIC – Certificate II in Integrated Technologies | **State**  **code** | YN54 |

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| **Student’s name** |  | | |
| **Observer/Assessor’s name** | Murali Selvaraj / Saranya Chandrukannan | | |
| **Unit National Code & Title** | UEECS0003 - Assemble, set up and test computing devices (Old unit UEENEED102A) | **State Code** | WC386 |
| **Date of Assessment** | Session 2 | | |
| **Duration** | 3 hours | | |
| **Procedure/Task** | Assessment Tool 2: Practical assessment | | |
| **Instructions to assessor** | 1. Assessor shall follow “the instructions to the assessor” and “the marking guide” as a guideline, to assess during student demonstrates practical tasks.  2. This checklist consists of those skills required to de demonstrated during practical examination, follow the OHS and safety standards, using the appropriate hardware and software for the tasks and using several different techniques in order to successfully complete the given programming tasks.  3. Assessor must observe the practical tasks of student during the class, then record and complete this checklist.  4. Assessor will ask the questions to student for the clarification during the practical tasks, as needed.  5. If the student is deemed NYS on any part of the assessment a second assessment date is to be arranged.  6. Once the student has completed the assessment and has received feedback, the assessor and student are required to sign and date this checklist. | | |

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| **During the demonstration of skills, did the student satisfactorily do the following?** | **UoC**  **Mapping** | **Practical Assessments** | | | | |
| **First Attempt** | | **Re-sit** | | **Comments** |
| 1. **Preparation of Practical assessment** | **Y** | **N** | **Y** | **N** |
| * 1. Accessed the OHS policies and procedures and safety standards. Read and understood the requirements for complying with the OHS procedures for the workspace.   • Student can identify the location of emergency stop buttons in work area.  • Student can identify the muster point in case of emergency  • Student can identify the location of the first aid box in work area  • Student can identify the location of fire extinguishers (in case of fire or emergency) | Perf criteria 1.1, RSK12 |  |  |  |  |  |
| * 1. Whilst preparing for work, read and understood OHS risk control measures and procedures in relation to computer and keyboard. | Perf criteria 1.1 |  |  |  |  |  |
| 1.3 Instructions for practical task(s) to be performed obtained from the lecturer or directly from Blackboard. Understood the project requirements from the lecturer. Consulted and discussed with lecturer as needed to co-ordinate with the team. | Perf criteria 1.3 |  |  |  |  |  |
| 1.4 Work area was prepared before work was carried out. Work area was cleaned and made safe. | Perf criteria 1.1 |  |  |  |  |  |
| 1.5. All required resources (Computer, components, OS Installation media, Application software Installation file) were gathered from their storage area and checked for issues/damage. Issues/damage were reported to the assessor. | Perf criteria 1.4, RSK9 |  |  |  |  |  |
| **2. Project Demonstration Steps (Assemble computing devices)** | **UoC**  **Mapping** | **First Attempt** | | **Re-sit** | | **Comments** |
| **Y** | **N** | **Y** | **N** |
| 2.1 During the assessment demonstration, followed OHS risk control measures and procedures in relation to computer and keyboard. | Perf criteria 1.2, CA1 |  |  |  |  |  |
| 2.2 All required consultation with assessor was performed during the carrying out of the work task. | Perf criteria 1.3 |  |  |  |  |  |
| 2.3 The computer system is dismantled in accordance with established procedures and methods. | Perf criteria 1.5, RSK2, R1 |  |  |  |  |  |
| 2.4 The system was assembled in accordance with established procedures and methods. | Perf criteria 1.5, RSK1, RSK2, CA6, R1 |  |  |  |  |  |
| 2.5 The components were connected as per manufacturer’s instructions. | Perf criteria 1.5, RSK2 |  |  |  |  |  |
| 2.6 PC was powered on. Missing drivers and required software updates were installed (Quality checks). | Perf criteria 1.6 |  |  |  |  |  |
| 2.7 Consultation with assessor for non-routine events was sought during the carrying out of the work task. | Perf criteria 1.7 |  |  |  |  |  |
| 2.8 Network hardware was connected correctly, and the network settings were configured correctly, according to the provided configuration. Test the computer network (LAN) operation. | RSK4, RSK5, RSK6,  CA7, R2 |  |  |  |  |  |
| 2.9 Identify and rectify the interconnection faults (Data cables) | CA10, R2, R3 |  |  |  |  |  |
| **3. Project Demonstration Steps (Install operating system and application software)** | **UoC**  **Mapping** | **First Attempt** | | **Re-sit** | | **Comments** |
| **Y** | **N** | **Y** | **N** |
| 3.1 Established OHS risk control measures and procedures for carrying out the work are followed | Perf criteria 2.1, CA1 |  |  |  |  |  |
| 3.2 Identify the minimum hardware requirements to install the required Operating System | Perf criteria 2.2 |  |  |  |  |  |
| 3.3 Temporary boot menu was used to boot system from installation media (or through virtual machine). On-screen prompts were followed, information was entered when required to install operating system to default configuration. | Perf criteria 2.3, RSK10, CA7 |  |  |  |  |  |
| 3.4 Provided software was correctly installed to default configuration by following the on-screen instructions | Perf criteria 2.4, CA11 |  |  |  |  |  |
| 3.5 Username and password was set correctly to:  Username: TAFE User, Password: student  Set file and folder security for the user folder. | Perf criteria 2.5,  RSK11 |  |  |  |  |  |
| 3.6 Computer shutdown procedures are followed, and computer switched off. | Perf criteria 2.6 |  |  |  |  |  |
| 3.7 System booted into the operating system and a selection of software was tested for correct operation (quality checks). | Perf criteria 2.7 |  |  |  |  |  |
| 3.8 Consultation with assessor for non-routine events was sought during the carrying out of the work task. | Perf criteria 2.8 |  |  |  |  |  |
| **4. Project Demonstration Steps (Test computer operation)** | **UoC**  **Mapping** | **First Attempt** | | **Re-sit** | | **Comments** |
| **Y** | **N** | **Y** | **N** |
| 4.1 Established OHS risk control measures and procedures for carrying out the work are followed | Perf criteria 3.1, CA1 |  |  |  |  |  |
| 4.2 Computer is switched on and start-up procedures are followed and checked. | Perf criteria 3.2 |  |  |  |  |  |
| 4.3 System booted into the operating system and a selection of software was tested for correct operation. | Perf criteria 3.3 |  |  |  |  |  |
| 4.4 Faults are identified as being the result of faulty hardware, sub assembly or software. | Perf criteria 3.4, R2, RSK3, RSK7 |  |  |  |  |  |
| 4.5 The PC is tested in strict accordance with OHS requirements and established safety procedures (as applicable) | Perf criteria 3.5 |  |  |  |  |  |
| 4.6 Faults are rectified as per the manufacturer’s instructions (hardware, sub assembly and software) | Perf criteria 3.6, RSK8, R2, R4 |  |  |  |  |  |
| 4.7 Consultation with assessor for non-routine events was sought during the carrying out of the work task. | Perf criteria 3.7 |  |  |  |  |  |
| 4.8 Computer shutdown procedures are followed, and computer switched off. | Perf criteria 3.8 |  |  |  |  |  |
| 4.9 Work was carried out efficiently without any waste of materials or damage to computer hardware | Perf criteria 3.9 |  |  |  |  |  |
| 4.10 Applied sustainable energy principles and practices during class sessions:   * Turn off the monitor if PC is not used for more than 20 minutes (Use power management scheme). * Turn off both the CPU and monitor if PC is not used for more than 2 hours (Use power management scheme). * Make sure your monitors, printers, and other accessories are on a power strip/surge protector | Perf criteria 3.9, CA2 |  |  |  |  |  |
| **5. Project Demonstration Steps (Complete work and report)** | **UoC**  **Mapping** | **First Attempt** | | **Re-sit** | | **First Attempt** |
| **Y** | **N** | **Y** | N |
| 5.1 Established OHS risk control measures and procedures for carrying out the work are followed | Perf criteria 4.1, CA1 |  |  |  |  |  |
| 5.2 All resources were returned to storage location. The work area is cleaned after the assessment work was carried out and made safe. | Perf criteria 4.2 |  |  |  |  |  |
| 5.3 Lecturer is notified of the student’s work completion as per the established procedures | Perf criteria 4.3 |  |  |  |  |  |
| 5.4 Document the procedures as the assessment report. The assessment report files are named, arranged, saved, and backed up in accordance with enterprise requirements in Blackboard. | CA13 |  |  |  |  |  |
| 5.5 Conducted work observing the relevant Anti-Discrimination legislation, regulations, polices and workplace procedures | CA5 |  |  |  |  |  |
| 5.6 Login windows in Safe mode and test the network connection after operating system installation is completed (unplanned event) | CA12 |  |  |  |  |  |

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| **The student’s performance was** | | **Not yet satisfactory** |  | | **Satisfactory** | |
| **Feedback to student from Observer/Assessor** | | | | | | |
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| **Feedback from student to Observer/Assessor** | | | | | | |
|  | | | | | | |
| **Student’s Signature** |  | | | **Date** | | **DD/MM/YYYY** |
| **Observer/Assessor’s Signature** | **Murali Selvaraj / Saranya Chandrukannan** | | | **Date** | | **DD/MM/YYYY** |