**061006T4ICT ICT TECHNICIAN**

**LEVEL 6 IT/OS/ICT/CR/3/6: CONTROL ICT SECURITY THREATS**



**LAIKIPIA EAST TECHNICAL AND Vocational COLLEGE**

**PRACTICAL ASSESSMENT**

**Candidate’s name & Registration No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Assessor’s name & Reg. code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Unit of Competency: CONTROL ICT SECURITY THREATS  
Venue of Assessment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Date of assessment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CANDIDATES INSTRUCTIONS**

You will be provided with the following resources;

1. Windows 10- based Personal Computer with:

• MSOffice 2013 (Minimum) • Browser: Edge • Internet connection

**Task 1: Perform Folder Security**

Create a folder on the desktop with your name

Open word document and type some information about yourself.

Encrypt the document with password 1234.

Share the folder setting to limit the number of simultaneous users to 20

Allow full control to the shared folder.

Make the word document hidden in the folder.

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to be evaluated** | **Marks Allocated** | **Marks Obtained** | **Comments** |
| i) Created a folder on the desktop named after candidate | 2 |  |  |
| ii) Created a Word document and typed personal information | 2 |  |  |
| iii) Encrypted the Word document with password “1234” | 4 |  |  |
| iv) Configured folder sharing: Allowed 20 simultaneous users | 4 |  |  |
| v) Granted full control permissions on the shared folder | 4 |  |  |
| vi) Made the Word document hidden in the folder | 4 |  |  |
|  | **Total: 20 Marks** |  |  |

|  |
| --- |
| **ASSESSMENT OUTCOME** |
| **The candidate was found to be:**  Competent Not yet competent  *(Please tick as appropriate)*  ***(The candidate is competent if the candidate obtains at least 50%)*** |
| **Feedback from candidate:** |
| **Feedback to candidate:** |
| **Candidate’s Signature Date**  **------------------------------ -----------------------------** |
| **Assessor’s Signature Date**  **------------------------------ -----------------------------** |