**PC 4113 SYSTEM ADMINISTRATION AND MAINTENANCE**

MID-TERM EXAM

a. System Administrator is responsible for supporting, maintaining, and troubleshooting an organization’s computer systems, servers, and networks. They make sure that the organization’s computer system is functioning and meets the needs of the organization.

Key Responsibilities:

* Regularly check all computer systems, servers, and network devices to ensure optimal performance
* Install, configure, and update software applications and operating systems
* Troubleshoot and resolve hardware and software issues across the organization.
* Implement and manage data backup systems and disaster recovery plans.
* Manage user accounts, permissions, and access rights to ensure that users have the correct levels of access to perform their work while maintaining security.
* Documents and maintain detailed records of system configurations, changes, and maintenance activities.
* Apply security protocols to protect sensitive information such as antivirus management, firewalls, and access controls.