

**061005T4ICT**

**ICT TECHNICIAN LEVEL 5**

**IT/OS/ICT/CR/2/5**

**Install Computer Software**

**Nov/Dec 2024**



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION  
COUNCIL (TVET CDACC)**

**PRACTICAL ASSESSMENT**

**Time: 3 HOURS**

**INSTRUCTIONS TO CANDIDATE:**

1. You are required to perform the following tasks
  - i. Task 1: *Install Microsoft Office.*
  - ii. Task 2: *Install antivirus software.*
2. You have been provided with the following resources for the practical tasks:
  - *A working computer installed with windows operating system.*
  - *Installation media containing MS Office and Antivirus software.*
  - *MS Office installation manual and Antivirus installation manual.*

### **Task 1: Install Microsoft Office**

- Check the Microsoft Office version and the installation manual to confirm they match.
- Check the system requirements from the user manual.
- Check the computer to ensure it meets the system requirements.
- Connect the installation media and locate the installation folder.
- Check the operating system to establish whether it is 32 bits or 64 bits.
- Run the appropriate installation file based on the operating system.
- Follow the step by step instructions to install the application.
- Configure the software.
- Test the software to ascertain the installation was done correctly.

### **Task 2: Install Antivirus software**

Create a folder named CDACC EXAM on the desktop.

- Check the Antivirus version and the installation manual to confirm they match.
- Check the system requirements from the installation manual.
- Check the computer to ensure it meets the system requirements.
- Connect the installation media and locate the installation folder.
- Check the operating system to establish whether it is 32 bits or 64 bits.
- Run the appropriate installation file based on the operating system.
- Follow the step by step instructions to install the application.
- Configure the software.
- Test the software to ascertain the installation was done correctly.
- Perform a full scan of the computer and save the report as 'scanreport' in the CDACC EXAM folder