

061005T4ICT

ICT TECHNICIAN LEVEL 5

IT/OS/ICT/CR/6/5

Manage Operating Systems

March/April 2025



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

PRACTICAL ASSESSMENT

INSTRUCTIONS TO ASSESSOR

1. Assess the candidate as the practical progresses observing the critical areas.
2. You are required to mark the practical as the candidate performs the tasks.
3. You are required to take video clips at critical points.
4. Ensure the candidate has a name tag and registration code at the back and front.

OBSERVATION CHECKLIST

Candidate's Name & Registration Code			
Assessors Name & Registration Code			
Venue of Assessment			
Date of Assessment			
Items to be Evaluated: <i>Please award marks as appropriate. Give a brief comment on your observation.</i>	Marks Available	Marks Obtained	Comments
TASK 1:			
1. Candidate wore appropriate PPE	2		
2. Safely handled the computer and its accessories while observing computer laboratory rules and regulations.	3		
3. Formatted the computer.	5		
4. Successfully installed windows OS.	10		
5. Created user account ADMIN with password (Admin@2025)	5		
6. Created user account USERS without password.	5		
<i>(Award respective item as indicated or 0 for each)</i>			
Sub-Total 1	30		
TASK 2:			
1. Installed Microsoft office <i>(Award 5 mark or 0)</i>	5		
2. Installed printer driver software <i>(Award 5 mark or 0)</i>	5		
Sub-Total 2	10		

TASK 3			
1. Created the folder(ProtectedFolder) (Award 2 mark or 0)	2		
2. Created the document(PersonalDetails) (Award 3 mark or 0)	3		
3. Saved the document in the correct folder (Award 2 mark or 0)	2		
4. Printed the document from own computer or device. (Award 3 mark or 0)	3		
Sub-Total 3	10		
GRAND TOTAL	50		
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 the Candidate:			
Feedback to the Candidate:			
Candidate Signature		Date:	
_____		_____	
Assessor's Signature		Date	
_____		_____	