Work Immersion

Week 1-2

INFORMATION SHEET 1 (COC 1)

Install and Configure Computer System

PROCEDURES:

1. Insert Bootable device (CD,DVD,FLASHDRIVE, ETC.)which contains the operating system.
   - For the Server, the OS must be Windows Server 2008 R2 Standard
   - For the Client, the OS must be windows 7 Ultimate
2. Press F12, delete, etc for the bootable device., you may also go to BIOS setup to setup the first bootable device.
3. Choose the correct operating system.
4. Click next and then click install now
5. Check the "I accept…" then click next and choose Custom.
6. Delete all partitions.
   - Look carefully the percentage of partitions that have given to you.
     Example: 50%
          30%
          20% Hide
7. Click new, take note the indicated numbers below.
8. Multiply those numbers by .50 (e.g. 152626 x .50 – 76313) delete the 152626 and type 76313 then click apply.
9. Click NEW again then multiply 152626 to .30, type the answer then click APPLY.
10. For the remaining 20% leave it unallocated because as what you have given it must be hidden.
11. After partitioning, don't forget to click the partition you made first (50%) because the OS will installed here, then click NEXT.
12. Wait for the installation of OS.
13. If you see "Restart in 10 seconds", quickly remove the device you used to install the OS.

Activity 1:

Hands- on Activity: You are tasked to reformat / install an operating system particularly Windows 7. Your output will be rated according to the following criteria:

CRITERIA	PERCENTAGE	SCORE
(Adherence to the correct procedure)	50 %	
Workmanship (Adherence to OHS policy, neatness and organization of materials used)	30 %	
Speed	20 %	
PERFORMANCE RATING	100%	

Note: Your performance must be recorded in your phone thru video and will be sent thru google drive that will be sent to your later.