

# Level 1 Security for IT users (ITS 7574-105)

ITQ (QCF)

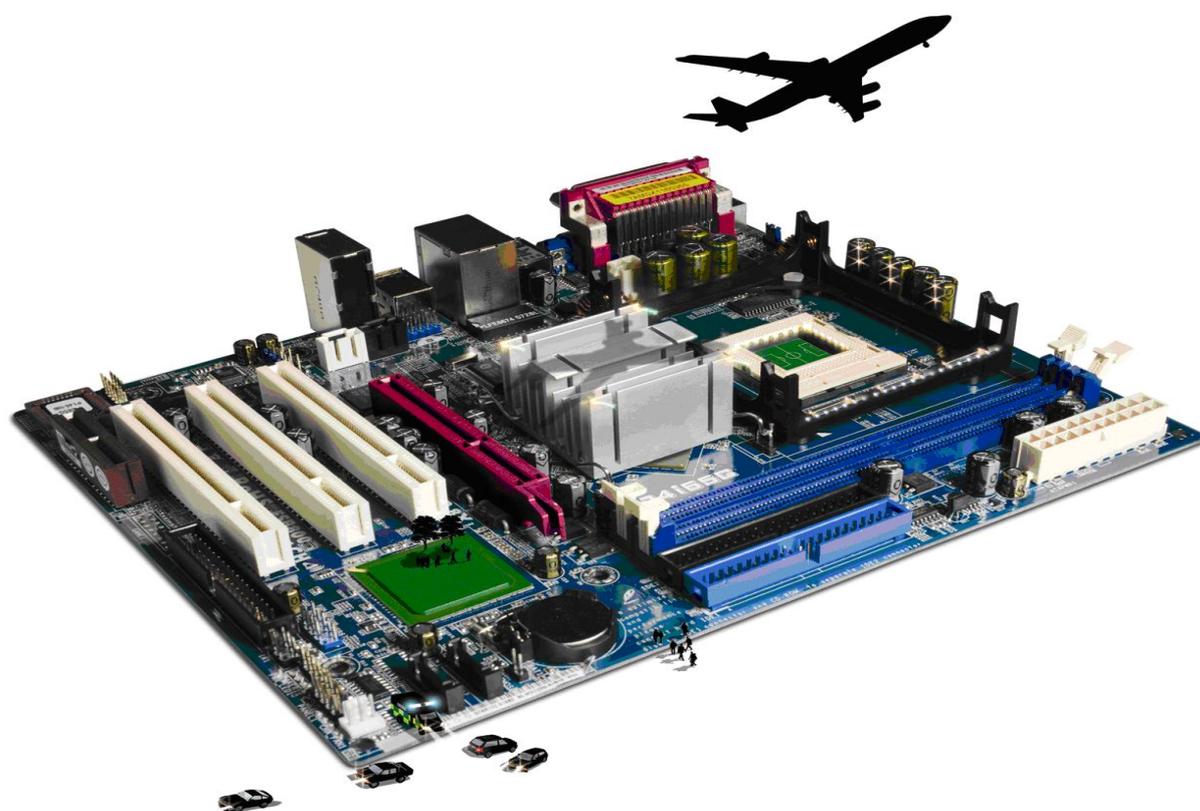
Assignment guide for Candidates

Assignment B

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# Level 1 Security for IT Users (ITS 7574-105)

## Assignment B

### Introduction – Information for Candidates

#### About this document

This assignment comprises all of the assessment for Level 1 Security for IT Users (ITS 7574-105).

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#### Health and safety

You are responsible for maintaining the safety of others as well as your own. You are asked to work safely at all times.

You will **not** be allowed to continue with an assignment if you compromise any of the Health and Safety requirements.

#### Time allowance

The recommended time allowance for this assignment is **one and a half hours**.

# Level 1 Security for IT users (ITS 7574-105)

## Candidate instructions

**Time allowance: One and a half hours**

### **The assignment:**

This assignment is made up of **three** tasks

- Task A - Research of security threats
- Task B - Create a new user account and check virus protection
- Task C - Test, backup and delete new user account

### **Scenario**

Your son has decided to attend college with you and your tutor has asked you to set up a user account for him. As you are attending a computer course your friend has asked you for some advice.

Read all of the instructions carefully and complete the tasks in the order given.

### **Task A – Research of security threats**

- 1 Using any sources available to you give a brief description for each of the following security threats:
  - Spam
  - Viruses
  - Spyware
  - Adware
  - Hackers
- 2 A friend has asked for advice on backing up approximately 4Gb of data. On your **Answers** sheet, provided by your assessor, give **two** examples of suitable media that could be recommend for back up.
- 3 On your **Answers** sheet, describe the advice you would give to the staff member on the importance of backing up files and how often.

Continued over...

## Task B – Create a new user account and check virus protection

You agree to share your college computer with your son and need to set up a user account using the name John Doe. To do this you will need to be aware of the IT policy of your centre (ask your assessor for this).

- 1 Create a user name and password for John. These should follow the guidance in your IT policy. Write the details of these on your **Answers** sheet.
- 2 On your **Answers** sheet give an example of a secure password.
- 3 Check the antivirus installed on the computer is up to date.

On your **Answers** sheet state the name of the antivirus software that is installed and the date of the last update.

## Task C – Test, backup and delete new user account

- 1 Test the created account by logging in as John Doe, entering the password you set earlier.
- 2 Backup the contents of John Doe's work area (ie My Documents folder) to a suitable removable media.
- 3 Logout of John's account and log back into your own and demonstrate to your assessor the deletion of his account.

When you have finished working:

- Sign each document above your name and label all removable storage media with your name.
- Hand all paperwork and removable storage media to your assessor.

If the assignment is taken over more than one period, all paperwork and removable media must be returned to the test supervisor at the end of each sitting.

**End of assignment**

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