

Unit 5 Applications



NOTE: If you change a system setting in completing any of these Unit 5 Applications, remember to open System Restore and restore the machine to *[your initials]Lesson15* when you are finished so the computer is ready for the next user.

UNIT APPLICATION 5-1

Use System Information, System Configuration, and Device Manager.

Multrex Corporation has a computer that displays error messages when it starts. Sometimes the mouse behaves erratically. The Multrex information services manager would like to install a new program on the computer, but is unsure whether the computer has enough memory and a fast enough processor to support it. She has asked Handy for help.

1. Using WordPad, start an Action Report. Remember to include your name, the date, the class, and the Unit Application number.
2. Complete the Action Report by describing the steps required to start System Information, locate the total amount of memory on the computer, and identify the speed of the processor. Make note of both.
3. Describe the steps required to start the System Configuration utility.
4. Describe the steps required to perform a selective startup, sequentially removing startup items until the system restarts without errors. Begin by removing the last item first.
5. Describe the steps required to open Device Manager and determine whether the mouse is working properly.
6. Save the Action Report as *[your initials]U5-1* in a new folder for your Unit 5 files. Then print and close the Action Report. Close all open windows and dialog boxes.

UNIT APPLICATION 5-2

Create a new user account. Apply password protection. Change the account picture. Enable Fast User Switching. Delete the account.

Lifeline Battery Products has hired several temporary workers who need accounts on the computers that they will be using. Lifeline has asked Handy to set up limited, password-protected accounts for the temps. They would also like the computers configured so the temps can use the same computer.

1. Using WordPad, start writing an Action Report. Remember to include your name, the date, the class, and the Unit Application number.
2. Complete the Action Report by describing the steps required to create a new account named *[your initials]U5-2*. Make the account a Limited account.
3. Describe the steps required to apply a password to the account. Key the password as **U5-2** and a hint as **What is the application number?**
4. Describe the steps required to change the account picture. Make it a duck or a frog.
5. Describe the steps required to enable the Fast User Switching feature.
6. Describe the steps required to delete the account. Do not save the account files.
7. Save the Action Report as *[your initials]U5-2* in your Unit 5 folder. Then print and close the Action Report. Close all open windows and dialog boxes.

UNIT APPLICATION 5-3

View computers on the network. Create a shared folder. Map to and disconnect from a shared folder. Explore network connection statistics and properties.



NOTE: You will need a formatted floppy disk for this Unit Application. Your instructor will assign you a partner. You and your partner will map to each other's floppy drive folders.

Multrex Corporation has acquired additional office space in their headquarters and has asked Handy to assist them in setting up a new local area network. They would also like Handy train employees on its use.

1. Using WordPad, start writing an Action Report. Remember to write your name, the date, the class, and the Unit Application number.
2. Complete the Action Report by describing the steps required to identify computers currently connected to the network. Make note of the computers.
3. Describe the steps required to create a shared floppy drive folder named *[your initials]DriveAFiles*
4. Describe the steps required to map to your partner's shared folder on your partner's floppy drive.
5. Describe the steps required to disconnect from your partner's network drive.
6. Describe the steps required to determine whether Internet Connection Sharing or the Internet Connection Firewall are enabled for the computer's active connection.
7. Describe the steps required to determine the speed of your connection to the local area network. Make note of the connection speed.

8. Save the Action Report as *[your initials]U5-3* in your Unit 5 folder. Then print and close the Action Report.

UNIT APPLICATION 5-4**Using the Internet**

Determine whether a new hardware device is compatible with a computer and Windows XP.

Imagine that you would like to buy a hardware device to add to the computer of a friend or family member. Use the Internet to locate online retailers specializing in computer products. Find suitable devices that you might add to the computer, such as CD-RW or DVD drives, scanners, or a wireless mouse or keyboard. Choose at least two products. Make note of the system requirements.

Locate the Web site that contains the Microsoft Windows XP Hardware Compatibility List. Assume that the computer is using Windows XP Professional. Determine whether your products are compatible. If not, repeat your product search until you find two compatible devices.

Using WordPad, write a report summarizing the information you've collected, including any devices you found that are not compatible. Describe the procedures you would follow to determine whether the computer can support the devices you've chosen. Remember to include your name, the date, the class, and the Unit Application number on the report. Save the report as *[your initials]U5-4* in your Unit 5 folder. Then print and close the report.