

Instruction Sheet for the Candidate

Qualification	Agriculture Machinery Operator (Level -3)
Competency Standard	Use Computer System
Purpose of Assessment	Formative Assessment
Candidate Details	Name_____ Registration/Roll Number_____
Guidance for Candidate	To meet this standard, you are required to complete the following within 03 Hrs. time frame (for practical demonstration & assessment): <ul style="list-style-type: none"> • Identify basic parts of a computer • Use peripheral devices of computer • Install windows and software
Time: 03 Hrs.	During a practical assessment, under observation by an assessor, you are required to
Minimum Evidence Required	Identify basic parts of a computer <ol style="list-style-type: none"> 1. Identify the input devices 2. Identify the output devices 3. Identify Mass storage devices 4. Identify the basic operating systems Use peripheral devices of computer <ol style="list-style-type: none"> 1. Use input devices 2. Use output devices 3. Use Mass storage devices Install windows and software <ol style="list-style-type: none"> 1. Perform window installation 2. Perform MS office installation 3. Install software applications 4. Perform antivirus installation 5. Format mass storage devices 6. Troubleshoot basic software errors

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Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	Agriculture Machinery Operator (Level -3)
Competency Standard	Use Computer System
Purpose of Assessment	Formative Assessment
Assessment Task	<ul style="list-style-type: none"> Identify basic parts of a computer Use peripheral devices of computer Install windows and software

I can.....

Performance Criteria	Yes	No
1. Identify the input devices		<input type="checkbox"/>
2. Identify the output devices		<input type="checkbox"/>
3. Identify Mass storage devices		<input type="checkbox"/>
4. Identify the basic operating systems		<input type="checkbox"/>
5. Use input devices	<input type="checkbox"/>	<input type="checkbox"/>
6. Use output devices	<input type="checkbox"/>	<input type="checkbox"/>
7. Use Mass storage devices	<input type="checkbox"/>	<input type="checkbox"/>
8. Perform window installation	<input type="checkbox"/>	<input type="checkbox"/>
9. Perform MS office installation	<input type="checkbox"/>	<input type="checkbox"/>
10. Install software applications	<input type="checkbox"/>	<input type="checkbox"/>
11. Perform antivirus installation	<input type="checkbox"/>	<input type="checkbox"/>
12. Format mass storage devices	<input type="checkbox"/>	<input type="checkbox"/>
13. Troubleshoot basic software errors	<input type="checkbox"/>	<input type="checkbox"/>

Candidate's Signature_____ Assessor's Signature_____

Date: _____

Assessors Judgment Guide

Qualification	Agriculture Machinery Operator (Level -3)
Competency Standard	Use Computer System
Purpose of Assessment	Formative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-around; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor _____ Assessor's code: _____ Signature: _____

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent

Practical Skill Demonstration			✓				
Knowledge Assessment		✓					
Other Requirement							

Observation Checklist

Assessment Task	<ul style="list-style-type: none"> Identify basic parts of a computer Use peripheral devices of computer Install windows and software 		
During the practical assessment, candidate demonstrated the following:	Yes	No	Remarks
1. Identify the input devices			
2. Identify the output devices			
3. Identify Mass storage devices			
4. Identify the basic operating systems			
5. Use input devices			
6. Use output devices			
7. Use Mass storage devices			
8. Perform window installation			
9. Perform MS office installation			
10. Install software applications			
11. Perform antivirus installation			
12. Format mass storage devices			
13. Troubleshoot basic software errors			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>	

Knowledge Assessment

Qualification	Agriculture Machinery Operator (Level -3)
Competency Standard	Use Computer System
Purpose of Assessment	Formative Assessment
Candidate Details	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-around; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor: _____ Assessor's code: _____ Signature of the Assessor: _____

Candidate's response is not required to be identical, but similar concepts and/or keywords must be used. Oral questioning may be used to clarify candidate understanding of topic and its application.

Questions (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)		Satisfactory	Not Satisfactory
1.	Enlist the components devices of the computer		
2.	Define MS office?		

3.	Enlist Output devices?		

Feedback to the Candidate	
Candidate's Signature _____ Assessor's Signature _____	