Demonstrate basic knowledge of computers

Detailed course content as per SAQA requirements

The following document contains detailed course content as per SAQA requirements. AIR Training, Consulting & Services fully adheres to SAQA legislation. This information may also be retrieved from SAQA.

Demonstrate basic knowledge of computers

Unit Standard Number: 9532
NQF Level: 03
Credits: 6

PURPOSE OF THE UNIT STANDARD:

To create an understanding of computers and the role of computers in the work place.

SPECIFIC OUTCOMES AND ASSESSMENT CRITERIA:

SPECIFIC OUTCOME 1

Define the concept computer:

- The concept computer is defined and a general knowledge of computers is demonstrated.
- Ways to maintain a computer are identified and discussed.
- The advantages and disadvantages of a network are listed and discussed.

SPECIFIC OUTCOME 2

Describe the difference between computer software and hardware:

- Different qualities of computer software and computer hardware are listed.
- Three computer software programmes relevant to the air-conditioning, refrigeration or ventilation industries are named.
- The main functions of these programmes are listed.

SPECIFIC OUTCOME 3

Demonstrate knowledge of basic computers and put it into practice:

- The basic functions of a computer are described.
- The steps to open and close a basic computer programme are listed and explained.
- A basic work document, on computer, relevant to the air-conditioning, refrigeration and ventilation industry is compiled.
- The printed document is assessed in terms of knowledge of the computer programme.