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| **Delivery Plan (Weekly Syllabus)**  **مفردات المنهج** | |
|  | **Material Covered** |
| **Week 1** |    * Identify the major components of personal computers. * Identify the major components of the system unit. * Identify the various types of storage devices used in personal * computers. * Identify personal computer connection methods    |
| **Week 2** | * Identify the major personal computer operating systems. * Identify the primary components of the Windows user interface. * Identify the primary tools and functions used in Windows file * system management. * Identify Windows system management tools. |
| **Week 3** | * Identify common hardware and software tools used by * professional personal computer technicians. * Identify the best practices for PC technicians to follow to * promote electrical safety. * Identify the best practices for PC technicians to follow to * promote environmental safety and proper handling of * materials. * Identify and apply the general preventative maintenance best * practices that PC technicians should employ. * Identify the general diagnostics and troubleshooting best * practices that PC technicians should employ. * Identify best practices for PC technicians to use to * communicate appropriately with clients and colleagues and * conduct business in a professional manner |
| **Week 4** | * Install and configure display devices. * Install and configure input devices. * Install and configure adapter cards. |
|  | * Install multimedia devices |
| **Week 5** | * Select, install, and configure storage devices. * Install and configure power supplies. * Install and configure memory. * Install and configure CPUs. * Install and configure system boards. |
| **Week 6** | * Test and troubleshoot display devices. * Maintain and troubleshoot input devices. * Test and troubleshoot adapter cards. * Troubleshoot multimedia devices. * Troubleshoot storage devices |
| **Week 7** | * Test and troubleshoot power supplies. * Test and troubleshoot memory. * Test and troubleshoot CPUs. * Test and troubleshoot system boards |
| **Week 8** | Mid-term Exam |
| **Week 9** | * Install Microsoft Windows. * Upgrade Windows from a given version to a later version. * Add devices to an installation of Microsoft Windows. * Optimize an installation of Microsoft Windows |
| **Week 10** | * Identify Windows operating system utilities to use in * maintenance and troubleshooting. * Perform backups. * Troubleshoot Windows. * Recover a damaged installation of Windows |
| **Week 11** | * Identify fundamental concepts of computer networks. * Identify network communications technologies. * Identify network connectivity technologies. * Identify Internet technologies |
| **Week 12** | * Create network connections. * Install and configure web browsers. * Maintain and troubleshoot network connections. * Identify components that are specialized for laptops and * portable computing devices. |
| **Week 13** | * Install and configure laptops and portable computing devices. * Maintain and troubleshoot laptops and portable computing * devices. * Identify major types of printer and scanner technologies |
| **Week 14** | * Install and configure laptops and portable computing devices. * Maintain and troubleshoot laptops and portable computing * devices. * Identify major types of printer and scanner technologies |
| **Week 15** | * Identify the technical components of printers and scanners. * Identify printing and scanning processes. * Install and configure printers and scanners. * Maintain and troubleshoot printers and scanners |