

**CED2180 – Computer Maintenance and Repair Workshop**

**INSTRUCTIONAL HOURS: 10**  
**RECOMMENDED PRE-REQUISITE(S): N/A**  
**CO-REQUISITES: N/A**  
**APPROVED FOR USE IN ACADEMIC SEMESTERS: 2012-2013**

**COURSE DESCRIPTION:**

Do you find your computer to be slowing down with time? Wonder what has happened to make it slow down or freezing up? Don't give up on it yet! Try this workshop to learn how to get it running again, maybe even better than new. We'll look at virus, and spyware removal, registry cleanups, memory upgrades, hard drive replacement, and other common tasks that can help you save money and time. Get longer life out of your machine. No prior knowledge of PC hardware or software is needed, but you will want to have a knowledge of how to use Windows. In this hands-on workshop you are invited to bring in your laptop or desktop machine to work on.

**RATIONALE:**

Most people can now use a computer, but when it fails to work properly are lost when it comes to maintaining or fixing it. The workings of the "box" are a mystery to many. With the proliferation of viruses, trojans, and other various forms of malware, many computer users are faced with machines that just fail to perform properly, and can be very slow. In addition, their personal data can be at risk.

Most computer maintenance tasks are actually fairly easy to perform once the user has a basic knowledge of the workings of the machine, and once they have an arsenal of software tools to assist them in maintaining their computers.

This class is meant to assist basic computer users in repairing, upgrading, or maintaining their computers so they can get longer life out of the machine, as well as improved performance.

**COURSE DELIVERY:**

The course content will be presented through a blend of instructional methods which may include lecture, Internet, discussion, independent study, and hands-on practices.

This course is primarily a "hands on workshop" and participants are encouraged to bring their machines to the classroom and work on them during class.

**LEARNING OBJECTIVES/OUTCOMES:**

Upon successful completion of this course, the student will be able to:

- Identify the basic components of a computer
- Remove Viruses and Malware
- Perform basic upgrades to the machine including adding memory
- Modify the Windows Registry

Update the Windows Operating system  
Restore the operating system on a machine.

## **TOPICS**

Evening One - Hardware Overview - what is inside that box  
Evening Two - Malware Removal Software  
Evening Three - More on Anti-Malware Software & A look at the Windows Registry  
Evening Four - Installing or Reinstalling the Windows Operating System  
Evening Five - hands on workshop & Q&A session.

**REQUIRED COURSE MATERIAL:** (to be purchased by the learner)  
All material for this course is downloaded from the internet.

## **STUDENT EVALUATION**

Students will:

At the end of the semester, the student will receive a final report noting his/her progress in relation to the learning outcomes. The student's progress will be recorded using the following grades.

**S** - Satisfactory achievement in field /clinical placement or non-graded subject area.

**U** - Unsatisfactory achievement in field/clinical placement or non-graded subject area

## **Certificate:**

Students who have successfully completed CED receive a college certificate for

**Teaching Contact**      Tom Stephenson

**Academic Manager**      "Laurie Poirier" – Chair of  
**Signature**                    Continuing Education  
705-759-2554 ext. 2665

NOTICE TO ALL  
STUDENTS:

We urge you to retain this course outline for future reference. There is a charge for additional copies.