**Multi–State Advanced Manufacturing Consortium**

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PRIMARY DEVELOPER: Reggie Fluker – Henry Ford College

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# Digital Literacy I:  Fundamentals
## *Unit 5 Processing, Memory, Storage*
## *LAB 1*

**Objectives**

- Check the type and speed of the CPU installed in your notebook computer

- Check the type and capacity of the RAM installed in your computer

- Check the total and available storage space on your computer's internal hard-drive

- Label and describe the internal hardware of a desktop computer

- Insert, access, and safely remove a USB thumb-drive

**Equipment Required**

- Notebook computer

- USB thumb-drive

- Disassembled desktop computer (provided by HFC)

**Introduction**

In this lab, you will use Windows to check the specifications of your computer's CPU, RAM, and HDD; you will also identify the internal components of a desktop computer. These abilities may seem highly technical and would obviously pertain to a PC Technician; however, they are also useful in your personal life. For example, understanding a computer's specification may help you to make a more informed buying-decision; by understanding internal hardware, you may be able to save money by adding more memory or replacing the hard drive yourself.

You will demonstrate how to utilize a USB thumb-drive which is an essential storage device for portable and mobile computing, information sharing, and data archiving. Every computer user should know the basics of using a thumb-drive.

In order to perform the lab Procedure, you should know how to:

- Utilize Windows to access system properties

- Utilize File Explorer to access the internal hard drive

- Distinguish the internal components of a desktop computer

- Utilize and safely remove a USB thumb-drive

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**Procedure**

1. Using Windows, show:
    a. Type and speed of the CPU installed on your notebook computer
    b. Type and capacity of RAM installed on your notebook computer

2. Show the amount of total and available storage-space on your internal hard drive

3. Open the case on a desktop computer, and identify the following components:
   (if needed, ask the instructor for assistance with opening the case)
    a. Power supply
    b. RAM chip
    c. Heat sink
    d. CPU
    e. Motherboard
    f. Hard drive
    g. Optical drive
    h. Network interface card
    i. Video graphics card
    j. Sound card
    k. ROM chip

4. Connect a USB thumb-drive to your notebook computer

5. Use File Explorer to access the files stored on the thumb-drive

6. Safely disconnect and remove the thumb-drive from your PC

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