WHAT WE DO AND HOW WE DO IT … CORS WORKSHOP

STAGE 1 – RECEIVING GOODS

Goods arrive in lorry

Received goods are booked in, counted and stacked in stores sterile area.

Pallets checked by security and brought into workshop.

STAGE 2 - DISMANTLING

Dismantling and stripping of non-repairable computers and monitors.

Strip computer/monitor using manual screwdriver, pliers and electric screwdriver.
Training Ref: P001 H003 H005

Collect hard drive Components and present to refurbishment section.

Separate left over components into 6 categories:
1) Motherboard
2) Power Supply
3) CD/Floppy drive
4) Processors
5) Memory
6) Cables
7) Monitor tubes

Components grouped and bagged together according to category.

STAGE 3 - REFURBISHMENT

Visually check P3/P4 computer

Connect to monitor and keyboard

STAGE 4 – TESTING STAGE

Run diagnostic software and identify any faults

Repair/replace any faulty components using electric screwdriver, pliers and manual screwdriver.
Training Ref: P001 H003 H005

Install operating system

Clean casing, de label and remove any markings.

Record refurbished computer on database.

STAGE 3 - REFURBISHMENT OF HARD DRIVES

Plug in hard drives and use software to wipe all information.

Separate hard drives into two categories; over 10 gigabyte and under 10gigabyte

If over 10 gigabyte scan serial number & barcode

If under 10 gigabyte continue to packaging stage

STAGE 5 - PACKAGING

Palletise components/scrap awaiting dispatch

Shrink wrap all filled pallets

PERFORMING MANUFACTURING OPERATIONS NVQ MAPPING

Stage	Units
STAGE 1 RECEIVING GOODS	Unit 203 Transferring Materials Unit 207 Receiving & Checking Incoming Materials
STAGE 3 REFURBISHMENT	Unit 209 Producing Products by Assembly Operations Operations
STAGE 5 PACKAGING	Unit 203 Transferring Materials