

## **Syllabus**

### **Computer Science Information Technology 983**

#### **Administering Windows Server 2012 (70-411)**

Course: CSIT983, Section: 8029, Fall 2015, 3 Units

Instructor: Associate Professor Marcus Butler, CCNA, MCSE, VCP5

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Phone: 310.287.4447

Office Hours: Tuesday, Wednesday, Thursday from 3pm to 5pm

### ***Introduction***

The Microsoft Certification Program helps IT professionals and information workers increase their competitive edge while demonstrating their commitment to advancing their IT skills and Microsoft Office skills. Easily recognizable by hiring managers and well accepted as industry standards, Microsoft Certifications can help accelerate careers and open opportunities not previously attainable. Learn more about the Microsoft Certification Program benefits, community, and offerings.

In the 15-plus years since Microsoft launched what is now called the Microsoft Certification Program, millions of people have earned Microsoft Certifications—taking advantage of the growing demand for IT professionals, developers, and information workers who understand and know how to work with Microsoft technology. Today, that demand continues to grow as Microsoft expands into an even greater number of markets and regions.

The Microsoft Certification Program has also adapted to the realities of the market, which are that software requirements, applications, and administration have changed over the years. Software is more complex, interdependent, and central to businesses of all kinds. Workers dealing with Microsoft technologies have become more experienced, well informed, and sophisticated, and job roles are more diverse and specialized.

## ***Course Description***

This course is part two in a series of three courses that provides the skills and knowledge necessary to implement a core Windows Server 2012 infrastructure in an existing enterprise environment.

Specifically, this course will help validate the skills and knowledge necessary to administer a Windows Server 2012 Infrastructure in an enterprise environment. The three MCSA exams collectively validate the skills and knowledge necessary for implementing, managing, maintaining, and provisioning services and infrastructure in a Windows Server 2012 environment.

This Microsoft Official Academic Course is mapped to the 70-411 Administering Windows Server 2012 exam objectives. The course and course materials focuses on real skills for real jobs and prepares students to prove mastery of core services such as user and group management, network access, and data security. In addition, this course also covers such valuable skills as:

- Implementing a Group Policy Infrastructure
- Managing User and Service Accounts
- Maintaining Active Directory Domain Services
- Configuring and Troubleshooting DNS
- Configuring and Troubleshooting Remote Access
- Installing, Configuring, and Troubleshooting the Network Policy Server Role
- Optimizing File Services
- Increasing File System Security
- Implementing Update Management

## ***Audience Profile:***

This course is intended for Information Technology (IT) Professionals with hands on experience working in a Windows server 2008 or Windows Server 2012 environment who wish to acquire the skills and knowledge necessary to be able to manage and maintain the core infrastructure required for a Windows Server 2012 and Windows Server 2012 R2 environment.

The key focus for students is to broaden the initial deployment of Windows Server 2012 services and infrastructure and provide the skills necessary to Manage and Maintain a domain based Windows Server 2012 environment, providing skills in areas such as User and Group management, Network Access and Data Security. Candidates typically interested in attending this course would be:

- Windows Server Administrators experienced in working with Windows Server 2008 or Windows Server 2012 who wish to gain skills necessary to perform daily management and maintenance tasks in a Windows Server 2012 or Windows Server 2012 R2 environment.
- IT Professionals who are looking to take the [411, Administering Windows Server 2012](#) exam
- IT professional wishing to take the Microsoft Certified Solutions Expert (MCSE) exams in DataCenter, Desktop Infrastructure, Messaging, Collaboration and Communications will also be interested in taking this course as they prepare for the Microsoft Certified Solutions Associate (MCSA) exams, which are a pre-requisite for their individual specialties.

## ***Course Student Learning Outcomes – SLO's***

After completing this course, successful students will be able to:

- Configure and Troubleshoot Domain Name System
- Maintain Active Directory Domain Services
- Manage User and Service Accounts
- Implement Group Policy Infrastructure
- Manage User Desktops using Group Policy
- Install, Configure and Troubleshoot Network Policy Server
- Implement Network Access Protection
- Implement Remote Access
- Optimize File Services
- Configure Encryption and Advanced Auditing
- Deploy and Maintain Server Images
- Implement Update Managements
- Monitor Windows Server 2012

## ***Course Prerequisites and Corequisites***

**Before attending this course, students should have:**

Knowledge and skills concerning the initial implementation and configuration of core Windows Server services including:

- Previous Windows Server administration exposure
- Active Directory Domain Services (AD DS)
- Networking Services including DNS and/or DHCP
- Microsoft Hyper-V.

## ***Course Requirements and Expectations***

- (1) It is your responsibility to drop the class; failure to drop the class in a timely manner will result in a "W" or "F" on your record. The instructor may drop you, as well for inactivity.
- (2) You have approximately 10 days to purchase the required material.
- (3) General course information is available under the "Modules" link.
- (4) You must use LabSim to view multimedia lectures, view demonstrations, complete lab exercises, and take the LabSim exams.
- (5) There are currently three official course exams. Each exam covers two or three chapters. The official course exams are different from the LabSim Practice exams. Due dates for exams and assignments are posted in the course syllabus. Exams are available on average for a seven-day period. Each exam will start at 6:00am and will be available until 11:00pm on the last day an exam is available. Each exam is timed for 60 minutes or less depending on the number of questions. Exams will typically consist of multiple choice and true/false questions. THERE IS NO MAKE-UP or EXAM RE-TAKE. Late exams are accepted in moderation. You will prepare for exams by using the materials provided in LabSim and the textbook.
- (7) Once the course begins all questions, issues, or problems should be brought to my attention by you will use "Private Messages" on the left-hand menu to communicate with each other. In other words after the course start date do not sent emails related to this course to my WLAC email address.
- (8) Lab Simulations and Demos are very important to skill development. Exam Simulation has answers and explanations which help to build your knowledge base.
- (9) All other college/class rules will be enforced.

## Required Materials

### Required Software: TestOut's "LabSim" training software.

Consisting of:

- Course Simulation (multimedia lectures)
- Lab Simulation (hands-on lab exercises)
- Exam Simulation (contents-based practice exams)

The screenshot shows the TestOut website interface. The main content area is titled "MCITP - Windows Server 2008 Server Administrator". It features a product image of a computer monitor displaying a software interface. To the right of the image is a table titled "LabSim 70-646 Course Suite Includes:" with the following data:

Training Videos	51
Lab Simulation Exercises	32
Demonstrations	43
Written Lessons	72
Section Quizzes	43
Exam Questions	220
Practice Certification Exam	Included
Estimated Time to Complete	40-50 hrs

Below the table, the price is listed as \$495. To the right of the product description is a "Buy Now" button and a "Free Trial" offer. A promotional banner for the "8th Annual Independence Day Blowout Sale" is visible on the right side of the page, encouraging users to "Buy the MCITP Certification LabSim Suite".

Product Overview: <http://www.testout.com/home/it-certification-training/labsim-certification-training/mcsa/windows-server-pro-manage-and-administer>

Use the following instructions to place your order directly with TestOut:

What to order: Testout Windows Server Pro: Manage and Administer (Exam: 70-411)

Where to order: [www.testout.com](http://www.testout.com)

Promotional Code: 14-346TA

School Name: West Los Angeles College (enter exactly as shown)

Instructor Name: Marcus Butler

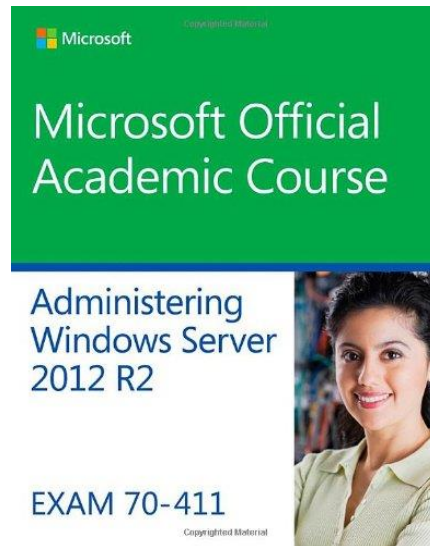
This software requires Internet access. Academic pricing: \$89.

If you have any problem with ordering online you can reach Kelly Jorgensen at [KJorgensen@testout.com](mailto:KJorgensen@testout.com) or call 800.877.4889, Ext 234.

## Required Textbook: (Highly recommended for course and exam prep)

MOAC Administering Windows Server 2012 R2 Exam 70-411 [paperback]

Wiley, 1<sup>st</sup> Edition, 2014 ISBN-13: 978-111-888-2832



## Lab Manual: (Essential when completing labs using NetLAB)

MOAC Lab Manual – Administering Windows Server 2012 R2 Exam 70-411 [paperback]

Wiley, 1<sup>st</sup> Edition, 2014 ISBN-13: 978-111-888-2917



The textbook and lab manual can be purchased online at the WLAC online bookstore. Simply visit [www.wlac.edu](http://www.wlac.edu). Select “Services for Students”, and then select “Bookstore”. The previous steps actually take you to: <http://store450.collegestoreonline.com> if you wish to go there directly then you can select this URL.

## CS983 Cross Reference Table

### “LabSim Modules” to “Textbook Lessons” Mapping

LabSim Modules	Textbook Lessons
LabSim M1 – Active Directory	L17 - Maintaining Active Directory L18 – Configuring Account Policies
LabSim M2 – Group Policy	L19 – Configuring Group Policy Processing L20 – Configuring Group Policy Settings L21 – Managing Group Policy Objects L22 – Configuring Group Policy Preferences
LabSim M3 – File Services	L4 – Configuring Distributed File System (DFS) L5 – Configuring File Server Resource Manager (FSRM) L6 – Configuring File Services and Disk Encryption
LabSim M4 – DNS	L8 – Configuring DNS Zones L9 – Configuring DNS Records
LabSim M5 – Remote Access Management	L12 – Configuring a Network Policy Server L13 – Configuring NPS Policies L14 – Configuring Network Access Protection (NAP) L15 – Configuring Service Authentication
LabSim M6 – Server Management	L1 – Deploying and Managing Server Images L2 – Implementing Patch Management L3 – Monitoring Servers L16 – Configuring Domain Controllers



## ***CS983 Schedule for Assignments & Exams***

Please observe the start (S:) and due (D:) dates for assignments and exams:

WEEK	DATES	CHAPTERS	ASSIGNMENTS	EXAMS
1 <sup>ST</sup>	8/31/2015	LabSim M1 – Active Directory	Assignment – M1 (S:8/31 – D:9/13)	
2 <sup>ND</sup>	9/07/2015	LabSim M1 – Active Directory		
3 <sup>RD</sup>	9/14/2015	LabSim M2 – Group Policy	Assignment – M2 (S:9/14 – D:10/4)	
4 <sup>TH</sup>	9/21/2015	LabSim M2 – Group Policy		
5 <sup>TH</sup>	9/28/2015	LabSim M2 – Group Policy		E1 - M1/M2 (S:10/2 –D: 10/11)
6 <sup>TH</sup>	10/05/2015	LabSim M3 – File Services	Assignment – M3 (S:10/5 – D:10/18)	
7 <sup>TH</sup>	10/12/2015	LabSim M3 – File Services		
8 <sup>TH</sup>	10/19/2015	LabSim M4 – DNS	Assignment – M4 (S:10/19 – D:11/1)	
9 <sup>TH</sup>	10/26/2015	LabSim M4 – DNS		E2 – M3/M4 (S:10/30 –D: 11/8)
10 <sup>TH</sup>	11/02/2015	LabSim M5 – Remote Access	Assignment – M5 (S:11/2 – D:11/22)	
11 <sup>TH</sup>	11/09/2015	LabSim M5 – Remote Access		
12 <sup>TH</sup>	11/16/2015	LabSim M5 – Remote Access		
13 <sup>th</sup>	11/23/2015	LabSim M6 – Server Management	Assignment – M6 (S:11/23 – D:12/20)	
14 <sup>th</sup>	11/31/2015	LabSim M6 – Server Management		
15 <sup>th</sup>	12/07/2015	LabSim M6 – Server Management		E3 – M5/M6 (S:12/11 –D: 12/20)
16 <sup>th</sup>	12/14/2015	<b>Final Exam Week</b>		
	12/20/2015	<b>Semester Ends</b>		

## Course Point Table

ASSIGNMENTS	POINTS
<b>LabSim Lab Exercises:</b>	
1.2.4 Configure Global Catalog Servers	10
1.2.5 Enable Universal Group Membership Caching	10
1.3.8 Transfer RID and PDC Masters	10
1.3.9 Transfer the Infrastructure Master	10
1.3.10 Troubleshoot Operations Masters	10
1.4.5 Create RODC Accounts	10
1.7.6 Back Up Active Directory	10
2.1.9 Control GPO Inheritance	10
2.1.10 configure GPO Permissions	10
2.2.3 Import a GPO	10
2.4.4 Assign Software	10
2.4.5 Deploy Software 1	10
2.4.6 Deploy Software 2	10
2.5.4 Configure Security Options	10
2.6.6 Configure Account Policies	10
2.6.9 Create a Fine-Grained Password Policy	10
2.7.4 Configure Advanced Auditing	10
2.7.5 Configure Removable Device Auditing	10
2.8.4 Configure Internet Explorer Settings in a GPO	10
2.8.5 Configure Power Options in a GPO	10
2.8.6 Deploy Desktop Shortcuts in a GPO	10
2.9.3 Back Up a GPO	10
2.9.4 Restore a GPO	10
2.10.3 Delegate GPO Creation	10
2.10.5 Delegate Administrative Control	10
3.1.3 Add Role Services for FSRM	10
3.1.5 Configure FSRM Quotas	10
3.1.7 Configure FSRM File Screens	10
3.2.4 Add Role Services for DFS and Create a Namespace	10
3.4.7 Encrypt a Folder	10
3.5.5 Configure BitLocker with a TPM	10
<b>SUB-TOTAL LABSIM ASSIGNMENT POINTS:</b>	<b>300</b>

EXAMS	POINTS
<b>LabSim Labs Exercises:</b>	
4.2.3 Configure Forwarders	10
4.2.6 Delegate Domains	10
4.3.7 Create Standard Zones	10
4.3.8 Create a Reverse Lookup Zone	10
4.3.9 Create an Active Directory-Integrated Zone	10
4.4.3 Disable Zone Transfers	10
4.4.4 configure a Partner DNS Solution	10
4.4.5 Enable Dynamic DNS Updates	10
4.4.6 Troubleshoot Dynamic DNS	10
4.5.4 Create Host Records	10
4.5.5 Create CNAME Records	10
4.5.6 Troubleshoot DNS Records	10
4.6.7 Configure DNS Round Robin	10
4.6.8 Configure DNS Aging and Scavenging	10
5.1.3 Add Role Services for Routing and Remote Access	10
5.1.8 Enable LAN Routing	10
5.1.9 Add Static Routes	10
5.1.10 Configure RIP Routing	10
5.2.4 Configure NAT	10
5.3.7 Configure a VPN Server	10
5.4.4 Create a Network Access Policy 1	10
5.4.5 Create a Network Access Policy 2	10
5.5.9 Configure a RADIUS Solution	10
5.5.10 Configure a RADIUS Proxy	10
5.6.7 Configure a System Health Validator	10
6.1.6 Configure a Downstream Server	10
6.1.11 Configure Computer Groups	10
6.1.12 Configure Client-Side Targeting	10
6.2.7 Configure a WDS Server	10
6.2.8 Pre-Stage Computer Accounts	10
6.3.5 Create WDS Images	10
6.3.6 Create a Multicast Transmission	10
<b>TOTAL LABSIM EXAM POINTS:</b>	<b>360</b>

## ***Course Point Table***

ETUDES EXAMS	POINTS
<b>ETUDES Official Course Exams:</b>	
Exam-1: Chapter-1 and Chapter-2	100
Exam-2: Chapter-3 and Chapter-4	100
Exam-3: Chapter-5 and Chapter-6	100
<b>Total Official Exam Points:</b>	300

## ***Course Grading Scale***

There are a total of 930 points possible for this course as indicated by the tables above. The total is based on 63 LabSim lab exercises (630 points), and three official course exams (300 points).

COURSE GRADE	POINT RANGE	% RANGE
"A"	930 – 837	100% - 90%
"B"	836 – 744	89% - 80%
"C"	743 – 651	79% - 70%
"D"	650 – 558	69% - 60%
"F"	557 - 0	59% - 0

## ***Instructor's Incomplete Policy***

The request for an Incomplete is a common one. I have a formal and consistent policy to determine whether an incomplete makes academic sense and is possible.

- 1) My position is that a student who has successfully completed more than 75% of the course work and has a justifiable explanation should be considered for an Incomplete.
- 2) A student who has not successfully completed 75% or more and does not have justifiable circumstances would either be dropped (if possible), failed, or given a grade based on the course submitted to date.

## ***Methods of Evaluation***

All exercises and exams are given a point assessment. The requirements to receive full credit for any exercise or exam are provided below:

### **LabSim Exercises (Labs) - requirements to receive full credit:**

- Successfully perform all steps
- Scores can be reviewed in the LabSim grade book
- Can be repeated until 100% is achieved
- Exercises are automatically graded by the LabSim system upon submission

### **LabSim Practice Exams – optional, not required**

- Use practice exams to prepare for the LabSim official course exams
- Questions are similar on both exams

### **LabSim Official Course Exams – requirements to receive full credit**

- Answer all questions correctly
- Take and complete the exam when scheduled
- Scores can be reviewed in the LabSim grade book
- Exams are automatically graded by the LabSim system upon submission

## ***Instructor Response Policy***

Students must communicate with me directly using the ETUDES Message system after the course has started. Do not send multiple messages or send the same message to my various email addresses. This may actually delay a response. I will make every effort to respond within 48 hours or less on average.

## ***Drop Policy***

If you choose to drop a course, it is your responsibility to do so by the end of the second week of class if you wish to receive a tuition refund. For compressed eight week semesters, you must drop by the end of the first week to receive a tuition refund. You will not be automatically dropped from your class for lack of participation.

If you drop a class after the fourth week of the semester has passed, you will receive a "W" grade for that class. If you drop a class after the tenth week has passed, you will receive an "F" grade for that class. If you drop a class after the second week has passed in a compressed eight week semester, you will receive a "W" grade for that class. If you drop a class after the fifth week has passed in a compressed eight week semester, you will receive an "F" grade in that class.

### ***Important Drop Dates for Fall 2015:***

- Get a full refund: 9/11/15
- Last day to add a class:
  - Online: 8/30/15
  - In-person: 9/11/15
- File for "pass/no pass": 9/11/15
- Drop class without a "W": 9/11/15
- Drop class with a "W": 11/20/15

## ***Special Needs and Disabled Students Policy***

If you are a student with a disability and require accommodations, please send me a Private Message. The sooner I am aware of your eligibility for accommodations, the quicker I will be able to assist the Disabled Students Programs & Services (DSP&S) Office in providing them. The DSP&S Office provides special assistance in areas including: registration assistance specialized tutoring, academic and career guidance counseling, instructor liaison, special instruction and testing assistance. You can contact the Director of the DSP&S Office, Nancy Brambila, at [brambin@wlac.edu](mailto:brambin@wlac.edu) describing the accommodations that are necessary.

## ***Academic Integrity Statement***

Academic integrity is a fundamental value of higher education and WLAC; therefore, acts of cheating, plagiarism, falsification or attempts to cheat, plagiarize or falsify will not be tolerated in this course. It is your responsibility to understand what plagiarism is and you can read about it here:

<http://www.plagiarism.org>.

Any student caught cheating or plagiarizing will be subject to disciplinary action.

## ***Technical Requirements***

Please carefully review the ETUDES system requirements located at: <https://etudes-ng.fhda.edu/portal/site/!gateway/page/4243c7b4-9b68-45fc-0016-148ad08653aa>. Make sure you have configured your computer correctly before the course starts.

## ***Online Student Resources***

Online Student Helpdesk:	<a href="http://www.wlac.edu/online/helpdesk.asp">http://www.wlac.edu/online/helpdesk.asp</a>
Course Login:	<a href="http://www.wlac.edu/online/logininfo.asp">http://www.wlac.edu/online/logininfo.asp</a>
Technical Requirements:	<a href="https://etudes-ng.fhda.edu/portal/site/!gateway/page/4243c7b4-9b68-45fc-0016-148ad08653aa">https://etudes-ng.fhda.edu/portal/site/!gateway/page/4243c7b4-9b68-45fc-0016-148ad08653aa</a>
ETUDES FAQ:	<a href="http://www.wlac.edu/online/etudesfaq.asp">http://www.wlac.edu/online/etudesfaq.asp</a>
WLAC Homepage:	<a href="http://www.wlac.edu">http://www.wlac.edu</a>
WLAC Online Homepage:	<a href="http://www.wlac.edu/online">http://www.wlac.edu/online</a>
WLAC Online Counseling:	<a href="http://www.wlac.edu/online/counselingonline.asp">http://www.wlac.edu/online/counselingonline.asp</a>
WLAC Online Tutoring:	<a href="http://www.wlac.edu/online/tutoring.asp">http://www.wlac.edu/online/tutoring.asp</a>
WLAC Library:	<a href="http://www.wlac.edu/library/index.html">http://www.wlac.edu/library/index.html</a>
WLAC Bookstore:	<a href="http://store450.collegestoreonline.com">http://store450.collegestoreonline.com</a>
Netiquette:	<a href="http://www.albion.com/netiquette/corerules.html">http://www.albion.com/netiquette/corerules.html</a>
Strategies for Online Learners:	<a href="http://www.uidaho.edu/eo/dist8.html">http://www.uidaho.edu/eo/dist8.html</a>
Be a Successful Online Student:	<a href="http://www.ion.uillinois.edu/resources/tutorials/pedagogy/StudentProfile.asp">http://www.ion.uillinois.edu/resources/tutorials/pedagogy/StudentProfile.asp</a>
Tips for Online Success:	<a href="http://www.ion.uillinois.edu/resources/tutorials/pedagogy/tips.asp">http://www.ion.uillinois.edu/resources/tutorials/pedagogy/tips.asp</a>