Course Description
This course is designed to provide students with an understanding of the activities and responsibilities of an administrator of an enterprise computer system and/or computer network. It focuses on the installation, configuration, and maintenance of system software, the management of users and resources and the deployment of network services. Students will investigate topics through research, discussion, and hands on practice.

Prerequisite: Junior standing in a CSIS major is required. Prior or concurrent enrollment in CSIS 349 is required.

Course Ethical Foundation
This course requires students to build and demonstrate working projects. The design and implementation will follow the ethical guidelines of the Association for Computing Machinery (ACM). Students should contact the instructor with specific ethical questions.

Required Text and References

A portable computer capable of completing the class assignments is a necessary. The portable must be capable of successfully running a VMware Player image of 2 GB of RAM and 30 GB disk.

Optional Text and References

Student Contributions
Each student will spend at least 4 hours per week preparing for class. Attendance is critical in this class. Students will come to class prepared to discuss the assigned reading or topic. Students will manage their time to complete the class requirements.

Sometimes the question is asked. Did I miss anything important in the class I missed? The answer is yes. The student is responsible for contacting a classmate for the details.

Course Evaluation

Article Reports
Students will choose a current article dealing with network servers or directory services technology. The article must be published in a professional magazine within one month of the article report due date. Contact your instructor with questions about appropriate articles.

Article reports are worth a total of 100 points.

<table>
<thead>
<tr>
<th>Rubric</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>The article report post is in the correct D2L BRIGHTSPACE discussion group and is the first original post for this class. The instructor must give permission to use the same article report for another class.</td>
<td>5</td>
</tr>
<tr>
<td>The article report is no earlier than two months from due date and the report includes a valid URL to the original article.</td>
<td>5</td>
</tr>
<tr>
<td>The article report includes the author's name and does not include any quotes or plagiaristic copy from the article.</td>
<td>5</td>
</tr>
<tr>
<td>The article report is not an attachment to the discussion post.</td>
<td>5</td>
</tr>
<tr>
<td>The article report summary is more than 5 sentences and less than 10 sentences.</td>
<td>20</td>
</tr>
<tr>
<td>The article report reaction is more than 2 sentences and less than 5 sentences. The article report is the first original post for this class. The instructor must give permission to use the same article report for another class.</td>
<td>20</td>
</tr>
</tbody>
</table>
The article report presentation in class or a 2 to 5 sentence reaction to three other article reports are done by the due date.

The article report summary and reaction contain less than two spelling or grammar errors as defined by the instructor's word processor spelling and grammar checker.

20

The article report summary and reaction contain less than two spelling or grammar errors as defined by the instructor's word processor spelling and grammar checker.

20

Labs
All the lab sections are pass/fail unless otherwise noted in the lab assignment. Each lab section successfully completed is 25 points. Each lab is worth 100 points. A successful completed lab section consists of the lab section elements done to the instructor's specifications. Students may modify incomplete lab sections until the date specified in the calendar. All labs must be completed by the final due date for that group of labs. Students upload completed lab assignments to the correct D2L BRIGHTSPACE drop box.

Quizzes
Students will take 10 quizzes given on the D2L BRIGHTSPACE site. Each quiz deals with a specific chapter(s) in the assigned text. The weekly quiz will be available at 1:00 am on Sunday of the quiz week and will close at 10:00 pm on Saturday of the quiz week. Students will have a maximum of one hour to complete each weekly quiz. Students may use the text and other references to complete the quiz. Students may not reschedule a quiz.

Skills Final
Each student must complete the class assigned skills final. This is worth a total of 500 points toward the student's final grade. Information about the skills final will be provided to the students later in the semester.

The midterm grade calculation for this class is the following.

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Max Percent</th>
<th>Max Points</th>
<th>Min Percent</th>
<th>Min Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>100%</td>
<td>1000</td>
<td>98%</td>
<td>980</td>
</tr>
<tr>
<td>A</td>
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<td>979.9</td>
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<tr>
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<td>93.99%</td>
<td>939.9</td>
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<tr>
<td>B+</td>
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<tr>
<td>B</td>
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<td>879.9</td>
<td>84%</td>
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<td>B-</td>
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<td>C+</td>
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<td>799.9</td>
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<td>780</td>
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<td>C</td>
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<td>779.9</td>
<td>74%</td>
<td>740</td>
</tr>
<tr>
<td>C-</td>
<td>73.99%</td>
<td>739.9</td>
<td>70%</td>
<td>700</td>
</tr>
<tr>
<td>D+</td>
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<td>699.9</td>
<td>68%</td>
<td>680</td>
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<tr>
<td>D</td>
<td>67.99%</td>
<td>679.9</td>
<td>64%</td>
<td>640</td>
</tr>
<tr>
<td>D-</td>
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<td>60%</td>
<td>600</td>
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<td>F</td>
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<td>589.9</td>
<td>0%</td>
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The final class calculation for this class is the following.

Your final grade includes Labs 1 through 4, Quizzes 1 through 10, Article Reports 1 - 3 and the Portfolio (Final).

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Max Percent</th>
<th>Max Points</th>
<th>Min Percent</th>
<th>Min Points</th>
</tr>
</thead>
<tbody>
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<td>A+</td>
<td>100%</td>
<td>2700</td>
<td>98%</td>
<td>2646</td>
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<tr>
<td>A</td>
<td>97.99%</td>
<td>2645.73</td>
<td>94%</td>
<td>2538</td>
</tr>
<tr>
<td>A-</td>
<td>93.99%</td>
<td>2537.73</td>
<td>90%</td>
<td>2430</td>
</tr>
<tr>
<td>B+</td>
<td>89.99%</td>
<td>2429.73</td>
<td>88%</td>
<td>2376</td>
</tr>
<tr>
<td>B</td>
<td>87.99%</td>
<td>2375.73</td>
<td>84%</td>
<td>2268</td>
</tr>
<tr>
<td>B-</td>
<td>83.99%</td>
<td>2267.73</td>
<td>80%</td>
<td>2160</td>
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</table>
Federal and state regulations require that a Last Date of Attendance be recorded in the grading system for any student who has failed to attend class during a period of 14 consecutive calendar days, without having made arrangements with the instructor for such an absence. An absence of 14 days will result in a grade of "FW" on a student's transcripts. An "FW" will be included in completion rate calculations, but does not impact Grade Point Average (GPA).

The instructor reserves the right to modify grades for extraordinary reasons.

The grade incomplete is very difficult for students. Students that need this option must discuss an incomplete with the instructor two weeks before the class final.

**Classroom Management**

This class prepares students for professional work. It is important students learn and practice the norms expected of a working professional in Information Technology. It is important for students avoid inappropriate or offensive images or speech.

The class instructor is responsible for the class environment. This means anything that distracts members of the class from learning is a concern. In the event of a distraction, a meeting is set up with the class instructor or college administrator. The result of this meeting must be a written plan to deal with the distractions. The affected parties must approve the plan within 72 hours. Failure to create or follow the plan may result in expulsion.

Stealing is against the law. There are many forms of stealing. Plagiarism is simply stealing someone else’s work. In some cases, working in groups could be stealing or cheating. Failure to give proper credit or doing required individual work with unauthorized resources results at least a 100% reduction of points in the assignment to entire class failure. Students may help each other. One measure of cheating or not, is both students able to complete the assignment without the other? Students are encouraged to contact the instructor with questions.

Department policy requires student to use email address provided by MSUM. Students must arrange to configure a system to use and at least weekly check for class email. Additional department policies are at http://brazil.minnesota.edu.

Industry practice, Minnesota State, and MSUM policy and procedures do not allow sharing of logons/logins. Each student will be the only person using the assigned logon/login. Contact your instructor with any questions or concerns.

Occasionally students will want to make recordings of class lectures. The instructor must give permission to students to record the class lecture. Normally the instructor grants permission for recording for the student’s educational use only. Once the school term is complete, students must effectively destroy the recordings. The recording may not be distributed. Contact your instructor with any questions.

It may be desirable for the instructor to make recordings of class lectures. Students will know before the recording of the lecture begins. Class students will know about the allowed use of class lecture recordings. Contact your instructor with any questions.

**Disability Services Statement**

Minnesota State University Moorhead is committed to providing equitable access to learning opportunities for all students. The Disability Resource Center (DRC) is the campus office that collaborates with students who have disabilities to provide and/or arrange accommodations.
• If you have, or think you may have, a disability (e.g. mental health, attentional, learning, chronic health, sensory or physical) please contact the DRC at (218) 477-4318 (V) or (800)627.3529 (MRS/TTY) to schedule an appointment for an intake.
• Additional information is available on the DRC website: http://www.mnstate.edu/disability/
• If you are registered with the DRC and have a current Accommodation Letter, please schedule an appointment to visit with me, during my office hours, to discuss implementation of your accommodations.

Course Schedule

Week01
8/22/2016, Monday
MSUM All Classes begin
8/23/2016, Tuesday
Introduction
VM Setup
8/26/2016, Friday
MSUM Last Day to drop/add classes - 4:00 pm

Week02
8/28/2016, Sunday
Quiz01 opens at 1:00 am over
Deploy, Manage, and Maintain Servers
Deploying Windows Servers
8/30/2016, Tuesday
Remote Access
Lab01
9/3/2016, Saturday
Quiz01 closes at 10:00 pm over
Deploy, Manage, and Maintain Servers

Week03
9/4/2016, Sunday
Quiz02 opens at 1:00 am over
Configure and Manage Active Directory
Domain Controller and Active Directory Management
9/5/2016, Monday
Labor Day - no classes
9/6/2016, Tuesday
MSUM Pass/No Pass Deadline
Active Directory
Lab02
9/10/2016, Saturday
Quiz02 closes at 10:00 pm over
Configure and Manage Active Directory

Week04
9/11/2016, Sunday
Quiz03 opens at 1:00 am over
Configure and Manage Active Directory
User and Service Account Management
9/13/2016, Tuesday
Active Directory
Lab03
9/17/2016, Saturday
Lab01 due at 10:00 pm
Quiz03 closes at 10:00 pm over Configure and Manage Active Directory

Week05
9/18/2016, Sunday
Quiz04 opens at 1:00 am over Configure File and Print Services
Advance File Services Configuration
9/20/2016, Tuesday
File Services
Lab04
9/24/2016, Saturday
Quiz04 closes at 10:00 pm over Configure File and Print Services

Week06
9/25/2016, Sunday
Quiz05 opens at 1:00 am over Configure File and Print Services
Server Monitoring and Auditing
9/26/2016, Monday
MSUM Tuition Due
9/27/2016, Tuesday
MSCTC-Administration Duty Day
File Services
Lab05
9/29/2016, Thursday
SIGITE2016
9/30/2016, Friday
SIGITE2016
10/1/2016, Saturday
Quiz05 closes at 10:00 pm over Configure File and Print Services

Week07
10/2/2016, Sunday
SIGITE2016
10/3/2016, Monday
MSUM Spring Advising Begins
10/4/2016, Tuesday
Article Report 01 in class presentation
Lab Work
10/8/2016, Saturday
Labs 02, 03, 04 due at 10:00 pm
Article Report 01 non class presenting responses due at 10:00 pm

Week08
10/9/2016, Sunday
Quiz06 opens at 1:00 am over
Configure and Manage Group Policy
Group Policy Settings and Preferences

10/11/2016, Tuesday
Group Policies
Lab06

10/14/2016, Friday
MSUM Midterm

10/15/2016, Saturday
Quiz06 closes at 10:00 pm over
Configure and Manage Group Policy

Week09
10/17/2016, Monday
MSUM - Spring Registration Begins

10/18/2016, Tuesday
PowerShell
Lab Work

Week10
10/23/2016, Sunday
Quiz07 opens at 1:00 am over
Configure Network Services and Access
Remote Access Configuration

10/25/2016, Tuesday
DNS
Lab07

10/29/2016, Saturday
Quiz07 closes at 10:00 pm over
Configure Network Services and Access

Week11
11/1/2016, Tuesday
Article Report 02 in class presentation
Lab Work

11/5/2016, Saturday
Labs 05, 06, 07 due at 10:00 pm
Article Report 02 non class presenting responses due at 10:00 pm

Week12
11/6/2016, Sunday
Quiz08 opens at 1:00 am over
Configure Network Services and Access
Managing and Configuring DNS

11/8/2016, Tuesday
Remote Access Configuration
Lab08

11/11/2016, Friday
Veterans Day - no classes

11/12/2016, Saturday
Quiz08 closes at 10:00 pm over
Configure Network Services and Access

Week13
11/13/2016, Sunday
   Quiz09 opens at 1:00 am over
   Configure Network Services and Access
   Network Policy Configuration

11/15/2016, Tuesday
   Server Management
   Lab09

11/19/2016, Saturday
   Quiz09 closes at 10:00 pm over
   Configure Network Services and Access

Week 14
11/22/2016, Tuesday
   Lab09

11/23/2016, Wednesday
   Thanksgiving Break - no classes

11/24/2016, Thursday
   Thanksgiving Break - no classes

11/25/2016, Friday
   MSUM - Thanksgiving Break - no classes

Week 15
11/27/2016, Sunday
   Quiz10 opens at 1:00 am over
   Configure Network Policy Server Infrastructure
   Windows Server Update Services

11/29/2016, Tuesday
   Additional Server Management
   Lab10

12/3/2016, Saturday
   Quiz10 closes at 10:00 pm over
   Configure Network Policy Server Infrastructure

Week 16
12/6/2016, Tuesday
   Article Report 03 in class presentation

12/7/2016, Wednesday
   MSUM Study Day - No Day Classes (Classes meeting 4:30 pm or later are held)

12/8/2016, Thursday
   MSUM-Final Exams

12/9/2016, Friday
   MSUM-Final Exams

12/10/2016, Saturday
   Labs 08, 09, and 10 due at 10:00 pm
   Article Report 03 non class presenting responses due at 10:00 pm

Week 17
12/12/2016, Monday
   MSUM-Final Exams

12/13/2016, Tuesday
   MSUM-Final Exams
The instructor reserves the right to modify the schedule and/or lab requirements. Students will be notified in class of any changes.

Developed: August 15, 2001
Revised: August 19, 2016