

**Oklahoma State University Institute of Technology**  
**Online Common Syllabus**  
**Spring 2018**

**ITD 3253 – Server Administration**

Focuses on network administration. Topics include: installing and configuring network Active Directory; monitoring, troubleshooting, and optimizing system performance; and establishing system policies and procedures.

**Course Purpose:**

This course focuses on the requirements and knowledge needed to successfully complete the Microsoft MCSA Server 2012 R2 (70-410) certification exam.

**Type of course:** Theory/Lab.

**Credit Hours:** 3; Total hours of theory per semester: 30;

Total hours of lab for the semester: 45; Total hours of clinical per semester: 0.

**Class length** - Full Semester

**Class format** - Fully Online

**Required synchronous meetings:** None

**Prerequisites:** ITD2223 – Operating Systems.

**Instructor Name:** Dr. Fil Guinn

**Instructor Phone:** (918) 293-5428

**Office:** EET/IT, Room 15C

**Instructor email:** [fil.guinn@okstate.edu](mailto:fil.guinn@okstate.edu)

**Contact:** My preferred method of contact is **email**. Please allow 24-48 hours to return your correspondence during the normal work week.

**Instructor's Office Hours:** Tuesday and Wednesday 6:30 – 8:30 PM (Online, Phone and Email), Tuesday & Thursday 1:00 – 3:30 PM (On Campus) PLUS should be available in my office during the Study Hall, Monday-Thursday, 3-4PM, Central Time

**School Name:** Information Technologies

**School's Main Phone:** 918-293-5440

**Required Text, References, and Materials**

**Texts:** MCSA Guide to Installing and Configuring Microsoft Windows Server 2012/R2, Greg Tomsho, Cengage Learning ISBN-13: 978-1-285-86865-3

**References:** Assorted Subject Videos

**Materials:** Access to a computer with broadband Internet Access (2Mbps upload preferred)

**Uniform/Tools:** None

**Estimated Cost for Materials:** \$ 181.25

**Estimated Cost for Uniform/Tools:** \$ None

**Optional Resources:** N/A

Upon completion of the course, students should:

<b>Course Objectives</b>	<b>Assessment of Objectives</b>	
Design or implement virtualization for expansion of existing hardware or software solutions	Chapter Labs	C.1
Demonstrate knowledge of network trends and issues	*Course Project	G.1
Install and/or configure the hardware and/or OS to meet identified needs	*Course Project	I.1
Conduct network maintenance, diagnostics, or testing	*Course Project	J.1
Identify, assess the potential for, and justify alternative or evolving IT system changes to improve process performance	*Course Project	K.2
Demonstrate knowledge of industry standard network classifications, topologies or network communication models	*Course Project	M.2

Aspects of the course objective assessments may be used in the university's assessment of student learning. If applicable, an asterisk (\*) above indicates this assessment is used in the university assessment program.

**Course Activities**

In this course students will:

- Participate in online discussions and activities
- Use a virtual network environment to develop servers
- Reply to chapter questions and definitions
- View course specific video presentation
- Complete a research project
- Compile a portfolio of work produced

**Evaluation - GRADES WILL BE BASED ON THE QUALITY AND COMPLETION OF THESE TASKS:**

Discussions .....	10%
Faculty Contact.....	5%
Chapter Activities (Labs) .	30%
Chapter Quizzes.....	10%
Chapter Questions.....	20%
*Project Phase 1 .....	10%
*Project Phase 2.....	10%
Portfolio .....	5%
<b>Total</b> .....	<b>100%</b>

<b>OSUIT Grading Scale</b>
A = 90%-100%
B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% & below

\*The student's grade for this assignment will be used in the university's assessment of student learning. A 70% competency or higher receives a Pass rating. This Pass/Fail rating is independent of the student's course grade.

Daily and/or weekly quizzes, small weekly assignments and similar type projects: Normal return time to student by next class meeting or no later than one (1) week.  
Extensive assignments, large lab projects, extensive quizzes, exams and similar type projects: Normal return time to students in one (1) to two (2) weeks.

### **RECOMMENDED STUDENT COMPETENCIES/SKILLS**

Recommended student skills needed for success are the following:

- Ability to access OSUIT vSphere environment
- Ability to run virtual computers
- Ability to read and follow step by step instructions within the course site
- Ability you complete all required assignments within the allotted time
- Ability to research related topics and use MLA formatted in-text citations
- Ability to build a MLA formatted Work Cited page for all research cited

### **AUTHORIZED TOOLS**

Students may use any/all course materials, including books and notes, while participating in online classroom activities. All quizzes, labs, and written assignments are to be completed independently and any instance of collaboration will be considered academic dishonesty. Collaboration with classmates while studying concepts and network configurations is permitted and encouraged.

### **Late Work**

Turning in your properly-executed work early is always acceptable. All exams, assignments, papers and projects must be completed and submitted by the specified due date; late work will not be accepted after the due date unless prior authorization is given.

If the faculty member grades an assignment you have submitted before the due date, you do not have the ability to modify the assignment to increase your grade. Any additional submissions will not be opened, so make sure you are ready to submit your assignments and accept the grade you are given.

### **Testing**

Quizzes may be timed or proctored during this course.

### **OTHER LAB AND CLASSROOM POLICIES**

N/A

### **ONLINE COURSE INTERACTION**

OSUIT requires all online courses to include interaction between students, peers and instructors. Our online courses use a variety of tools to build a community of learners and strengthen engagement between students and their peers, as well as between

students and the instructor. Communication tools used in courses may include Discussion, News, and Email. Read the syllabus completely to determine which of these methods you, your classmates and your instructor will use for interaction. General guidelines for student conduct while interacting within an online course include: (1) Use proper language in all communications; (2) Harassment of any type will not be tolerated; (3) No jokes, insults or threats of an offensive nature.

For more information, go to: <http://osuit.edu/center/netiquette>

### **SYLLABUS ATTACHMENT**

View the Syllabus Attachment, which contains other important information, by visiting [http://osuit.edu/center/student\\_syllabus\\_information](http://osuit.edu/center/student_syllabus_information)

## **Course Schedule**

<b>Schedule</b>	<b>Topic</b>	<b>Assignment</b>	<b>Due Date</b>
Week 1	<b>Getting Started</b> Understanding how your network is set up	Reading assignment – Introduction. Learning Assignment – Installing 410Server1. Partner selection	<b>1/7/2018</b>
Week 2	<b>Module One</b> Chapter 1 - Introducing Windows Server 2012/R2	<b>Learning Assignments</b> Chapter Activities 1-1 through 1-9, Schedule Assignment, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz	<b>1/14/2018</b>
Week 3	<b>Module Two</b> Chapter 2 - Installing Windows Server 2012/R2	<b>Learning Assignments</b> Chapter Activities 2-1 through 2-13, Faculty Contact <b>Assessments:</b> End of Chapter Questions, Chapter Quiz	<b>1/21/2018</b>
Week 4	<b>Module Three</b> Chapter 3 - Local and Remote Server Administration	<b>Learning Assignments</b> Chapter Activities 3-1 through 3-10, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz	<b>1/28/2018</b>
Week 5	<b>Module Four</b> Chapter 4 - Configuring Server Storage	<b>Learning Assignments</b> Chapter Activities 4-1 through 4-5, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	<b>2/4/2018</b>
Week 6	<b>Module Five</b> Chapter 5 - File and Printer Services	<b>Learning Assignments</b> Chapter Activities 5-1 through 5-15, Faculty Contact <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	<b>2/11/2018</b>
Week 7	<b>Module Six</b>	<b>Learning Assignments</b>	<b>2/18/2018</b>

	Chapter 6 - Introducing Active Directory	Chapter Activities 6-1 through 6-12, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	
Week 8	<b>Module Seven</b> Chapter 7 - Managing OUs and Active Directory Accounts	<b>Learning Assignments</b> Chapter Activities 7-1 through 7-18, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	<b>2/25/2018</b>
Week 9	<b>Module Eight</b> Chapter 8 - Configuring Group Policies	<b>Learning Assignments</b> Chapter Activities 8-1 through 8-19, Faculty Contact <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	<b>3/4/2018</b>
Week 10	<b>Module Nine</b> Chapter 9 - Configuring TCP/IP	<b>Learning Assignments</b> Chapter Activities 9-1 through 9-8, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	<b>3/11/2018</b>
Week 11	<b>Module Ten</b> Chapter 10 - Configuring DNS	<b>Learning Assignments</b> Chapter Activities 10-1 through 10-8, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz. <b>Project – Phase One</b>	<b>3/19/2018</b>
Week 12	<b>Module Eleven</b> Chapter 11 - Configuring Dynamic Host Configuration Protocol	<b>Learning Assignments</b> Chapter Activities 11-1 through 11-7, Discussion responses <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	<b>4/1/2018</b>
Week 13	<b>Module Twelve</b> Chapter 12 - Configuring Virtualization with Hyper-V	<b>Learning Assignments</b> Chapter Activities 12-1 through 12-11 <b>Assessments:</b> End of Chapter Questions, Chapter Quiz.	<b>4/8/2018</b>
Week 14	<b>Module Thirteen</b> Final Project	<b>Project – Phase Two</b>	<b>4/15/2018</b>
Week 15	<b>Module Fourteen</b> Portfolio	<b>Portfolio</b>	<b>4/17/2018</b>

Schedule is subject to change at instructor discretion.