

CLASS NUMBER AND NAME:	CSN232—Windows SharePoint Server
TOTAL HOURS/ UNITS:	72 HOURS/5.0 UNITS
PREREQUISITES:	CSN218—Windows Server Active Directory
TEXTS AND MATERIALS:	<i>Microsoft SharePoint 2010 Configuration</i> (Wiley, 2013) (ISBN 9780470487365)
CLASS DESCRIPTION:	A combination of lecture, lab exercises, and hands-on training introducing the student to key concepts of the Microsoft Office SharePoint Server. Students will install, configure and administer Microsoft Office SharePoint Server.
CLASS OBJECTIVES:	A combination of lecture, lab exercises, and hands-on training introducing the student to key concepts of the Microsoft Office SharePoint Server.
CLASS FORMAT OVERVIEW:	This class is a combination of lecture and lab. Time spent in preparation for or reflection on course lecture will approximate two hours outside of class for each lecture credit hour utilized by the instructor in delivery of the material and ¼ hour outside of class for each hour of structured lab time.
METHODS OF INSTRUCTION:	As lecture and lab are the principal means of instruction, it will be expected that all students will be present every day to take part in class.
ATTENDANCE:	It is expected that each student will be in class <u>when class begins</u> . Should the student arrive more than <u>ten minutes late</u> they should notify the instructor of their presence, it will be up to the instructor to decide if the student has arrived in time to be counted as present- the instructor's decision is final. <u>80% attendance is mandatory</u> It will be the student's responsibility to learn of any assignments given in class when absent.
TESTING:	Quizzes will be given throughout the mod as well as a cumulative final exam. All quizzes, examinations, exercises and homework must be satisfactorily completed with a passing grade of 60% or better in order to pass the course.
LATE TESTING:	<u>Late testing is only allowed at the instructor's discretion.</u>

GRADING POLICIES:

The grading system is comprised of attendance, assignments, weekly tests and an end-of-module final and will be graded on the following scale:

Attendance	15
Homework	20
Weekly Exams	40
Comprehensive final	<u>25</u>
Module total	100

Combined grades from attendance, assignments, weekly tests and end-of-module final will be graded on the following scale:

608 to 675	(90 – 100%)	= A
540 to 607	(80 – 89%)	= B
472 to 539	(70 – 79%)	= C
405 to 471	(60 – 69%)	= D
less than 405		= F

ANTICIPATED LEARNING OUTCOMES:

With diligence, hard work, and successful completion of this course, the student will be able to do the following Microsoft Office SharePoint Server 2010:

1. Planning deployment of SharePoint.
2. Installing and Configuring SharePoint.
3. Build sites and site Collections.
4. Manage users and groups.
5. Configuring Authentication and Security.
6. Configuring and Maintaining Lists and Libraries.
7. Manage SharePoint Navigation and Search.
8. Work with Microsoft documents in SharePoint
9. Upgrading to SharePoint 2010.

Windows SharePoint Server

CSN232

Week 1

Chapter 1: Introducing SharePoint

Chapter 2: Installing SharePoint

Review, homework

Test

Week 2

Chapter 3: Upgrading SharePoint

Chapter 4: Configuring SharePoint

Review, homework

Test

Week 3

Chapter 5: Deploying and Managing Web Applications and Collections

Chapter 6: Deploying and Managing SharePoint Features and Solution Packages

Review homework

Test

Week 4

Chapter 7: Managing Accounts and User Accounts

Chapter 8: Configuring Service Applications

Review homework

Test

Week 5

Chapter 9: Configuring Indexes and Searches

Chapter 10: Monitoring and Analyzing the SharePoint Environment

Review homework

Test

Week 6

Chapter 11: Managing Authentication Providers

Chapter 12: Backing up and Restoring a SharePoint Environment

Review homework

Test

