

CLASS NUMBER AND NAME:	<b>CSN242—Windows Operating System Configuration</b>
TOTAL HOURS/ UNITS:	72 HOURS/5.0 UNITS
PREREQUISITES:	None
TEXTS AND MATERIALS:	<i>Windows 7 Configuration Microsoft Certified Technology Specialist Exam 70-680 ( Craig Zacker, John Wiley &amp; Sons 2011)</i>  <i>Windows 7 Configuration Microsoft Certified Technology Specialist Exam 70-680 , Lab Manual( Craig Zacker, John Wiley &amp; Sons 2011) (ISBN 9780470891230)</i>
CLASS DESCRIPTION:	This course will introduce students to Microsoft Windows 7 Client through lectures, demonstrations, discussions, and hands-on lab exercises.
CLASS OBJECTIVES:	To provide the student with a fundamental knowledge of the Windows 7 client operating system. This includes upgrading, installing, configuring, administering, and troubleshooting,
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.  <b><u>80% attendance is mandatory</u></b>  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:	<b><u>Late testing is only allowed at the instructor's discretion.</u></b>

**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:

Homework, tests and final

Attendance	10%
Homework	20%
Weekly Exams	45%
Final Exam	<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:

(90 – 100%)	= A
(80 – 89% )	= B
(70 – 79% )	= C
(60 – 69% )	= D
Below 59%	= F

**ANTICIPATED LEARNING OUTCOMES:**

Upon completing the course, student will have the knowledge and understanding of the following:

1. Identify the new features of Microsoft Windows 7 including the GUI, networking and security enhancements.
2. Perform an installation and upgrade of Microsoft Windows 7. Troubleshoot installation.
3. Configuring Disks and devices in Microsoft Windows 7.
4. Understanding user accounts and using Security center, bit locker, and Encrypted File System.
5. Connecting Microsoft Windows 7 to a network and managing shared files and folders.
6. Working with Domains and workgroups.
7. Administering and troubleshooting Microsoft Windows 7 on desktop and mobile computers.

## **6 Week Tentative Schedule**

CSN242

### **Week 1**

Chapters 1,2

Test

Homework due

### **Week 2**

Chapters 3,4

Test

Homework due

### **Week 3**

Chapters 5,6

Test

Homework due

### **Week 4**

Chapters 7,8

Test

Homework due

### **Week 5**

Chapters 9,10

Test

Homework due

### **Week 6**

Chapters 11,12

Test

Homework due

