



Business Technology Dpt. | Fall 2024

Chair: Jessalyn Bachler, 701.774.4532

CIS 215: IMPLEMENTING MS WINDOWS SERVER

COURSE SYLLABUS

COURSE INFORMATION

CIS 215 (27689): Implementing MS Windows Server, 3 credits, offered fully online.

Course description: This course introduces the learner to the Microsoft Windows Server and the networking technologies it supports. The learner will become familiar with networking and operating system concepts and the common tasks required to administer and support the Microsoft Windows operating system in a network environment.

INSTRUCTOR

Yulia Kovaleva, Office #117 CTE/Western Star Building, Classroom / Lab – Room 115

Office Phone: (701) 774-4207, E-mail: yulia.kovaleva@willistonstate.edu.

Office Hours: Monday, Wednesday, Friday – 9:00AM to 11:00AM.

TEXTBOOK & MATERIALS

- TestOut activation code
- Notebook Computer

STUDENT LEARNING OUTCOMES

INSTITUTIONAL OUTCOMES

- I. Students will demonstrate effective communication skills, and be able to use reasoning to analyze and solve problems.

PROGRAM OUTCOMES

- Demonstrate computer network installation maintenance and repair skills
- Design, install and troubleshoot a Local Area Network (LAN)
- Describe the fundamentals of a Wide Area Network (WAN)
- Apply knowledge and interact with Windows server technologies to manage users, active directories, network infrastructure, configuration and server application
- Demonstrate knowledge of computer network security concepts and techniques

- Demonstrate knowledge of basic project management concepts and management tools
- Perform fundamental desktop management skills using Linux based operating system
- Demonstrate a knowledge of wireless LAN
- Troubleshoot and repair computer hardware and software problems

COURSE OUTCOMES

- The student will be able to install, configure, and troubleshoot a server.
- The student will be able to configure a server for resource sharing, including directories and files, user accounts and printers.
- The student will be able to set up and manage clients on a Windows network.

ASSESSMENT TASKS (FOR COURSE OUTCOMES)

- Quizzes, Tests, and Assignments
- Demonstration of course specific skills
- Midterms and Final Exam

ASSESSMENT PORTFOLIO

Each degree seeking student is required to maintain an assessment portfolio on Blackboard for his/her time at Williston State College. For this class you should include evidence of completing institutional learning outcomes of what you learned in this class.

GRADING POLICY

The course grade is based on the cumulative grade for assignments, tests and quizzes. The breakdown below shows grade component percentages.

Assignments	30%
Quizzes & Tests	70%
Total	100%

ATTENDANCE POLICY

This is an online, self-paced class. Attendance will not be taken. However, deadlines will be set for assignment completion.

ACCESSIBILITY STATEMENT

Williston State College is committed to providing equal access to students. If you have a disability which may impact your performance, attendance, or grades in this course that requires accommodations, you must first register with the WSC Accessibility Support Office. Please note that classroom accommodations cannot be provided until your instructors receive an Accommodations Form, signed by you and the Accessibility Support Office.

IMPORTANT DATES

- Last day to add or drop without record: **September 4th, 2024**

- Last day to withdraw from term or drop with record: **November 15th, 2024**
- For important dates concerning holidays, last date to withdraw from class, etc., please visit the WSC catalog available on the website at:
www.willistonstate.edu

ACADEMIC RESOURCES

Take advantage of academic resources available to you at Williston State College:

- **Math Computer Lab:** Supplemental instruction is provided to assist students who are either having difficulty or desiring extra help with specific subjects. The Math Lab is located in Stevens Hall 209.
- **Communication Lab:** Supplemental instruction is provided to assist students who are either having difficulty or desiring extra help with specific subjects. The Communication Lab assists with composition, writing, communication, and public speaking. The Communication Lab is located in the Fireside Lounge in the Learning Commons. Students can make appointments at wsc.writinglab@willistonstate.edu.
- **Learning Commons:** It's not just the Library anymore. In addition to the normal library functions (book checkout, research assistance, etc.), the Learning Commons serves a number of other functions. Get help with the learning management system and other Distance Ed questions. The "technology counter" provides an opportunity to play with some of the latest technology. Computers and printers available. If you have questions, call (701-774-4226). To contact the Office of Extended Learning please email wsc.extendedlearning@willistonstate.edu.
- **NetTutor:** Web based service that provides on demand tutoring across a wide variety of subject areas. With NetTutor you can access live tutors, ask a question, and come back later for a response and/or submit written work for review. This program can be accessed through the NetTutor link in any WSC Blackboard course. If you have questions or need assistance, please contact Extended Learning at wsc.extendedlearning@willistonstate.edu.

STUDENT ACADEMIC INTEGRITY

Work submitted for this course must follow Student Academic Integrity as cited in the College Catalog:

Integrity of the academic process requires that credit be given where credit is due. Accordingly, it is a breach of academic integrity to present as one's own work the ideas, representation, or works of another, or to permit another to present one's work without customary and proper acknowledgement of authorship. Students are expected to conduct themselves at all times within permissible limits of assistance as stated by faculty.

Students will be held responsible for any breaches of academic integrity. More common breaches of academic integrity include but are not limited to: cheating, plagiarism, forgery, fabrication, facilitation, or aiding academic dishonesty; theft of instructional materials or tests; unauthorized access or otherwise manipulating laboratory equipment or computer programs without proper authorization; alteration of grades or permanent files; misuse of research data in reporting results; use of personal relationships to gain grades or academic favors; or otherwise

attempting to obtain grades or credit through fraudulent means. These breaches of academic integrity are also viewed as misconduct and are treated accordingly.

Students who violate the Student Academic Integrity guidelines may face scholastic or disciplinary consequences. Instructors that treat the case as a scholastic matter have the authority to decide how the violation will affect the student's grade in the course.

If the instructor has treated the case as a scholastic matter involving a course grade and the student has a grievance related to this action, that grievance shall be processed as outlined in the WSC Student Code of Conduct. Instructors that treat the case as a disciplinary matter will refer the case to the Vice President for Student Affairs for possible resolution. If final resolution does not occur, the Vice President for Student Affairs may refer the case to the Student Review Committee. The Committee will handle the matter according to the procedure outlined in the WSC Student Code of Conduct. A written report of the incident will be placed in the student's academic file in the admission and Records Office and will be withdrawn when the file becomes inactive. A copy of the report will be provided to the faculty advisor. Students are advised to become familiar with the campus copyright policy as outlined in the WSC Student Code of Conduct.

Breach of academic integrity may result in failure of the assignment, exam, and/or class.

STUDENT RESPONSIBILITIES:

- You are expected to read the relevant materials and participate in class discussions in a timely manner.
- You are expected to respect your fellow students and the Instructor in online and on campus discussions.
- It is your responsibility to ask questions when you are uncertain about assignments or course materials.
- If you have questions concerning grades, you should contact the Instructor immediately. You are responsible for checking Blackboard in a timely fashion to ensure that the grade recorded is your correct grade.
- It is your responsibility to contact the Instructor as soon as possible if you are encountering any issues that would hinder your performance in this class.
- You are responsible for earning your grade (with the Instructor making every effort to help you learn the material).
- If you are concerned about your grade, you should speak to the Instructor NO LATER than mid-term. No consideration will be given to request to adjust your grade at the end of the semester unless there is an error in calculations.

GRIEVANCE POLICY

Occasionally, students are dissatisfied with some dimension of the course. In such cases, students should first schedule a meeting with the instructor. If the student and instructor cannot reach a

satisfactory resolution, the student should schedule a meeting with the Chair of the Department. (See page 10 of the Student Code of Conduct.)

TITLE IX

Survivors of sexual assault, domestic violence, and sexual harassment: please be aware that as an instructor, I am legally obligated to report all instances of sexual assault, domestic violence, and sexual harassment involving students. If you would like to speak to someone confidentially, please contact the WSC Counselor at (701) 774-4212 (they are NOT mandated to report such instances).

COMMUNICATION: PROFESSIONALISM & SAFETY

As with your intended career path, this class expects quality communication: you need to be both professional and mindful of how you communicate. Be mindful of your responses within class, so as to not include judgments or criticisms. You have every right to disagree with others, but be respectful in how you display this. If at any point you feel your safety (physical, mental, or emotional) has been compromised, please notify the instructor as soon as possible.

When communicating with others, oral or written, please remember your audience. Always give a background and provide additional information as though your audience has not had the same experiences as you, since they most likely have not.

I ask for your professionalism and mindfulness in your communication because the only way this will become second-nature for you is through regular practice of this behavior. This will help make you stand out from others in the highly competitive work environment; it is expected from industry leaders.

The official means of communication is your Williston State College e-mail address. This will be used for all notices, general bulletins, and other communications, including mandated provision of consumer information. As listed in the Student Code of Conduct, “WSC exercises the right to send e-mail communication to students and expects that e-mail communication is received and read by students in a timely manner”.

When you e-mail me at yulia.kovaleva@willistonstate.edu, you must e-mail from your WSC e-mail account and list your course name in the subject line (example: CIS 215). E-mails from outside service providers will not be answered.

FINAL EXAMS/ACTIVITIES

Students are required to take the final examination or engage in the final activity on the date and at the time presented as part of the course syllabus. Exceptions may be made only in emergency situations and in the case of scheduling conflicts with college sponsored events by promptly submitting a written request detailing the circumstances to the instructor of the course. **If you do not complete your final exam you will receive an F for a final grade.** Your final exam date **will be announced** by your instructor two weeks in advance.

ANNOUNCEMENTS

Please check your email regularly to make sure you don't miss any important information.

SCOPE AND SEQUENCE OF THE COURSE (SUBJECT TO CHANGE)

Week	Instruction Includes
Week 1	Course Introduction
Week 2	On-Premises Windows Server, Cloud and Azure
Week 3	Manage IP Addressing
Week 4	Implement DNS
Week 5	Active Directory
Week 6	Active Directory- continued
Week 7	Active Directory Objects
Week 8	Group Policy
Week 9	Manage Servers and Workloads in A Hybrid Environment
Week 10	Manage Servers and Workloads in A Hybrid Environment- continued
Week 11	Manage Storage Service
Week 12	Manage File Service
Week 13	Manage File Service- continued
Week 14	Virtualization and Containers
Week 15	Virtualization and Containers- continued
Week 16	On-Premises and Hybrid Network Connectivity
Finals Week	Final Exam - TBA