

# TCS-361/531

## Workstation and Server

Three (3) Credit Hours  
Syllabus for Spring 2009

Instructor: Kevin Olson  
Office: 156 Comm Tech  
Telephone: (715) 232-1202  
Email: olsonke@uwstout.edu  
Office Hours: As posted and by appointment  
Text: MCSE Guide to Microsoft Windows XP Professional  
Ed Tittle and James Michael Stewart  
Course Technology, Copyright 2001  
ISBN 0-619-12031-2  
MCSE Guide to Managing a Microsoft Server 2003 Environment  
Dan DiNicolo  
Course Technology, Copyright 2004  
ISBN 0-619-12035-5

Classroom: 213A Fryklund Hall  
Class Hours: 8:00 Am to Noon  
Class Days: Fridays  
Additional Hours As Required

### Catalog Description

Installing, configuring, and administering Microsoft Windows utilizing the current commercial version of the product for both workstations and servers. Helps prepare students for two of the Microsoft Certified Systems Engineer (MCSE) certification examinations. Prerequisites: take TCS-145 or Permission of Instructor.

### Prerequisites

TCS-145 – Introduction to Networking Infrastructure  
or Permission of Instructor

### Course Objectives

Upon completion of this course, students will be able to:

- Manage Users, Computers, and Groups
- Manage and Maintain Access to Resources
- Configure and Troubleshoot the Desktop Environment
- Manage and Maintain a Server Environment
- Implement, Manage, Monitor, and Troubleshoot Hardware, Physical, and Logical Devices and Drivers
- Implement, Manage, and Troubleshoot Network Protocols and Services
- Monitor and Optimize System Performance and Reliability
- Configure, Manage, and Troubleshoot Security
- Manage and Implement Disaster Recovery
- (Graduate) Graduate Students will be required to work with the instructor to determine an appropriate Graduate Project.

## Final Examination

The Final Examination for this course is scheduled for Friday, May 15, 2009, from 8:00 AM to 9:50 AM. You are required to be in attendance during this time. If you are not, your final grade will be penalized two (2) full letter grades (e.g. an 'A' will become a 'D'). Only the Dean of Students of the University of Wisconsin – Stout has the ability to make an exception to this.

## Evaluation and Grading Scale

Course grade will be based on the following components and allocations:

	Percent
Laboratory Exercises	40%
Class Assignments and Quizzes	15%
Formal Papers and Formal Presentations	30%
Midterm Examination	5%
Final Examination	10%
<hr/> Total	<hr/> 100%

Average	Final Grade
100.0% to 94.0%	A
93.9% to 86.0%	B
85.9% to 78.0%	C
77.9% to 70.0%	D
<69.9%	F

## Evaluation Expectations

Students will be evaluated on projects, presentations, exams/quizzes, and discussion preparation and participation. Students are expected to turn in first-class work. Correct spelling is required on all material handed in for evaluation. Other expectations include no late work without prior approval, being on time to all lectures and labs, all assignments handed in must be original work, no makeup exams, and quizzes may not be made up for any reason.

## Incompletes for the Course

Incompletes for this course will not be given. Only exception is an approval for an incomplete issued by the Dean of Students or by the Dean of the College of Science, Technology, Engineering, and Mathematics.

## Drop Policy for the Course

If a student drops the course before the start of the third day of class, the student will receive a "WS" or a "WU". If the course is dropped after the start of the third day of class, the student will receive a grade of "F" for the course.

## Instructor's Policies and Procedures

### 1. Attendance

If you are not in class you can't participate in the learning. You (the student) are responsible for all material assigned/presented regardless of attendance.

Final student presentations are an important part of this class. If a Student fails to attend any of the final student presentations, the student missing will be penalized 2% off of final grade per presentation missed. Only emergencies approved by the Dean of Students will be accepted for a student to miss these presentations without penalty.

### 2. Academic Honesty

Students are encouraged and expected to conduct themselves in conformance with the highest standards concerning academic honesty. In a learning community it is assumed and expected that academic honesty is practiced, that the work we sign and submit for credit, as individuals or team members, is our own work. Any student who engages in any type of academic misconduct (cheating) during this course will, at a minimum, receive a failing grade in the course. Depending on the gravity of the academic conduct, other University sanctions may be sought as well.

Academic Misconduct includes, but not limited to cheating on an exam, submitting a paper or assignment as one's own when part or all of the paper or assignment is the work of another, stealing examinations or course materials, submitting work previously presented in another course, or knowingly and intentionally assisting another in any of the above.

Some of the tools that may be utilized in this course to check for Academic Honesty are, but not limited to, searches in a search engine (e.g. Google), originality checks (e.g. TurnItin.com), and other tools as needed.

### 3. Email Communications

All communication by e-mail will be done via your official Stout email account (i.e. you@uwstout.edu). E-mail originating from any non-uwstout.edu account will be ignored and not responded to. The time on the UW-Stout mail server is the official time stamp of your email. The subject line of any email to the instructor will include the UW-Stout course number. E-mails without out the course number will most likely be processed as junk mail and not be read. Email is not the preferred method of communication.

### 4. Early Examinations

There may times when extenuating circumstances present themselves and an examination may be given early. Arrangements need to be made as soon as possible with the instructor to arrange for the early examination. The instructor reserves the right to give an oral examination for the early examination.

### 5. Make-Up Examinations

Students will be allowed to make examinations only with the approval of the Dean of Students of the University of Wisconsin – Stout. Upon the Dean's approval, a time will be scheduled to retake the examination. If the student fails to take the examination as scheduled or to get the Dean of Student's approval for a make-up examination, the student will receive a zero (0) for the examination.

### 6. Late Assignments and Missed Lab Work

Late assignments and missed lab work will **NOT** be accepted. To receive full credit for late work, an excuse issued by the Dean of Students is required.

7. **Cell Phones**

Cell phone usage will not be permitted in class. Either silent your cell phone or turn the power off on your cell phone.

The instructor realizes that there may be extenuating circumstances and you may have to leave your cell phone on for a phone call. If this is the case, please try to use vibrate mode. If you leave the ringer on, please silence the cell phone immediately. Please do not talk in the class room, kindly retire to the hallway to have your conversation.

If you accidentally leave your phone on, please silence it immediately.

8. **Class Cancellation**

If the instructor has to cancel the class, there will be a message posted outside the classroom door. If the instructor cannot make the class, the instructor will try and have a substitute instructor lead the class.

9. **School Closings**

The UW-Stout's policy on school closing for bad weather is that the University will not close. Always assume class will be conducted on bad weather days.

Use your judgment on traveling to UW-Stout in bad weather. Your safety is first, then class. If the weather is bad enough that you should not be traveling, do not travel. If you will not be making a class do to bad weather, please call or email the instructor as soon as possible.

10. **Label Work**

All work turned in for grading to the instructor must have your name clearly on the front of the work. If your name is not on the work turned in, you will not get credit.

11. **Laptop Computers**

As this is a technology course, it is expected that you will bring your laptop to every class. Laptop use will be integrated into the class. Laptop etiquette will be observed in class at all times.

12. **Lab Computers**

There should be no expectation that lab computers are a safe place to store your laboratory exercise files. It is your responsibility to store your files safely. Assume the lab computers will be re-imaged every night.

13. **Field Trips**

There will be field trips in this course. Although they are not required, participation is highly recommended. Transportation and safety to and from the field trip is your responsibility.

14. **Formal Papers and Formal Presentations**

All Formal Papers and Formal Presentations will follow the guidelines set forth and available in Learn@Stout

By enrolling and participating in this course, you agree to these terms and expectations as set forth in this course syllabus. If you cannot agree to these terms and expectations in this course syllabus, you have the right to withdraw from this course.