CIS 4376-110 Network Administration
Fall 2017
Texas A&M University - Central Texas

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Emmet Gray
Office: No office, COBA Admin - Room 323
Phone: No phone, COBA Admin - (254) 519-5437
Email: Canvas Inbox (preferred) or TAMUCT email (e.gray@tamuct.edu)

Office Hours:
No office hours, but I can meet with students at the university by appointment.

Mode of instruction and course access:
This a face-to-face course that makes extensive use of the TAMUCT Canvas Learning Management System (https://tamuct.instructure.com). The course syllabus, schedule, supplemental readings, class announcements, power point slides, learning modules, homework assignments, exams and other course related documents will be posted on Canvas. Each student is responsible for the posted material, and should check Canvas several times a week for updates

Student-instructor interaction:
I typically respond to Canvas email within 24 hours except on weekends. I don't have an office, but I am available to meet with students at the university by appointment.

911 Cellular:
Emergency Warning System for Texas A&M University – Central Texas
911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their myCT email account.

Connect at 911Cellular [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Course Overview and description:
Study communications architectures, protocols, and interfaces as related to network operating systems. ~~Examine communications networking techniques, such as circuit switching, packet switching, broadcast networking, and internetworking~~. Special emphasis on installation, configuration, client handling, basic security, and troubleshooting of a network operating system. Use a modern network operating system in order to gain experience in configuration and administration of a network. Prerequisite(s): ITNW 2321 or CIS 3347 or permission of department chair.

Course Objective:
This course covers the essential concepts required for managing a network for business users. Particular emphasis is given to user and group management, network access, and data security. The course covers implementing, managing, maintaining, and provisioning services and infrastructure in a Windows Server environment.

Student Learning Outcomes:
A student successfully completing this course will be able to:

- Use appropriate network software, the student will install and configure a network server and workstations.
- Install, configuration, and management of domain controllers, active directory, DHCP, users and workgroups within the network operating system
- Trouble shoot and configure basic security of the network operating system
- Install and configure network printing services
- Configure and implement trusted agent relationships with other servers within the class structure.

Competency Goals Statements (certification or standards):
This class will help prepare the student for the Microsoft Certification exams such as 70-411.

Required Reading and Textbook(s):
Required:
> *Administering Windows Server 2012 R2*
> Author: Thomas
> Publisher: Microsoft Press
> ISBN: 9780735684690
>
> *Practice of Systems & Network Administration: Volume 1, 3rd Edition*
> Author: Limoncelli, Hogan, Chalup
> Publisher: Addison-Wesley Professional
> Edition: 3rd Edition
> ISBN: 9780321919168

Note: An electronic version of the books may be available.

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Supplemental Material:
The course textbook will be supplemented with other materials including lecture notes, handouts, oral presentations, industry articles, research paper readings, case studies, Power Point presentations etc.

Required Reading:
The student is expected to read and review all material presented in the assigned chapter prior to class.

COURSE REQUIREMENTS

Course Requirements

Examinations: There will be two exams, one midterm and one final exam. Each is worth 15 points. The midterm covers chapters AWS:1-4/PSNA: 1-31 and the final covers chapters AWS:5-10/PSNA 32-54. Exams will be taken during class and will be timed.

Quizzes: There will be 6 take-home small quizzes. Each quiz is worth 5 points. The quizzes will be available via Canvas for a short period of time (typically 1 week), be completed in one session, and be will timed.

Assignments: There will be 6 take-home assignments. Each assignment will be worth 5 points. Assignments will typically be available on Canvas for 2 weeks. Multiple submissions are typically allowed. If an assignment has multiple files, you will be required to "zip" the files prior to submission via Canvas.

Term Project: There will be 1 term project that will be work 10 points. This assignment will typically be available on Canvas for 4 weeks.

Item	Quantity	Points	Total	Percent
Exams	2	15.00	30	30%
Quizzes	6	5.00	30	30%
Assignments	6	5.00	30	30%
Term Project	1	10.00	10	10%
Total			100	100%

Grading Criteria Rubric and Conversion

Exams & Quizzes: Exams and quizzes will receive a numeric score (0-100) each. Scores will be converted to points and totaled as shown in the example below:

Quiz	Score	Percent	Max Points	Points
Quiz 1	95	95%	5.00	4.75
Quiz 2	100	100%	5.00	5.00
Quiz 3	80	80%	5.00	4.00
Quiz 4	85	85%	5.00	4.25
Quiz 5	86	86%	5.00	4.30
Quiz 6	88	88%	5.00	4.40

Requirements for Assignments: Assignments must follow the requirements as stated in the Canvas assignment system; demonstrate the concepts; get proper results; use best practices, and use proper English.

The following grading rubric is used for assignments:

Criterion	% of Grade	Excellent (100%)	Adequate (80%)	Poor (60%)	Not Met (0%)
Assignment Requirements	20%	Meets all of the requirements of the assignment	Minor details of the requirements are missing	Significant details of the requirements are missing	Significant portions of the requirements are missing
Chapter Specific Objectives	35%	Fully demonstrates the concepts of the chapter	Applies major and minor concepts of the chapter	Applies only major concepts of the chapter	Chapter concepts not in evidence
Gets proper Results/ Conclusions	25%	No Errors, Gets Proper Results	Minor errors, Gets Proper Results	Minor errors, does not produce proper results	Does not produce proper results
Best Practices	15%	Database uses best practices at every opportunity	Minor issues with best practices	Large portions have best practices issues	No best practices in evidence
Spelling / Grammar	5%	No more than 1 issue	Between 2-5 issues	Between 5-10 issues	>10 issues

File Naming Convention: Submit your assignments via Canvas using file names with the following format:

      CIS4376 [AssingmentID] [LastName.FirstName].[extension]
Example:
      CIS4376 Assignment1 Doe.John.docx

Late Policy: Exams, Quizzes, and Assignments are due by midnight on the date assigned in Canvas. Typically, this is 11:59 PM on Thursday. A 5-point penalty will be assessed for each day a requirement is late.

Posting of Grades: All student grades will be posted on the Canvas Grade Book and students should monitor their grading status through this tool. Grades will be posted within 7 days after of the due date.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

Class	Date	DOW	Class Activity	What's Due	Notes
1	08/29/2017	Tue	Intro & PSNA 1-2		
2	08/31/2017	Thu	Install	Syllabus Quiz	
3	09/05/2017	Tue	PSNA 8-9		
4	09/07/2017	Thu	AWS 1	Assignment 1	
5	09/12/2017	Tue	PSNA 13-14		
6	09/14/2017	Thu	AWS 1	Quiz 1	
7	09/19/2017	Tue	PSNA 18-22		
8	09/21/2017	Thu	AWS 2	Assignment 2	
9	09/26/2017	Tue	PSNA 23-14		
10	09/28/2017	Thu	AWS 3	Quiz 2	
11	10/03/2017	Tue	PSNA 25-26		
12	10/05/2017	Thu	AWS 4	Assignment 3	
13	10/10/2017	Tue	PSNA 30-31		
14	10/12/2017	Thu	AWS 4	Quiz 3	
15	10/17/2017	Tue	Review		
16	10/19/2017	Thu	Midterm Exam	Exam (in class)	
17	10/24/2017	Tue	PSNA 32-33		
18	10/26/2017	Thu	AWS 5	Assignment 4	
19	10/31/2017	Tue	PSNA 35-36		
20	11/02/2017	Thu	AWS 6	Quiz 4	
21	11/07/2017	Tue	PSNA 40-42		
22	11/09/2017	Thu	AWS 7	Assignment 5	
23	11/14/2017	Tue	PSNA 43-44		
24	11/16/2017	Thu	AWS 8	Quiz 5	
25	11/21/2017	Tue	PSNA 46		
	11/23/2017	Thu		Assignment 6	Thanksgiving
26	11/28/2017	Tue	PSNA 48-49		
27	11/30/2017	Thu	AWS 9	Quiz 6	
28	12/05/2017	Tue	PSNA 53-54		
29	12/07/2017	Thu	AWS 10	Term Project	
30	12/12/2017	Tue	Review		
31	12/14/2017	Thu	Final Exam	Exam (in class)	

University Calendar

Date	Activity
08/28/2017	ADD/DROP/LATE REGISTRATION BEGINS (16 week & 1st 8 week)
08/28/2017	Classes Begins
08/30/2017	ADD/DROP/LATE REGISTRATION ENDS (16 week & 1st 8 week)
09/01/2017	Priority Deadline to Submit Graduation Application
09/04/2017	Labor Day
09/05/2017	Last day to drop 1st 8-week classes with no record
09/13/2017	Last day to drop 16 week classes with no record
09/22/2017	Last day to drop a 1st 8-week class with a Q or withdraw with a W
10/06/2017	Deadline to Submit Graduation Application for Ceremony Participation
10/06/2017	Student End of Course Survey Opens (1st 8-Week Classes)
10/13/2017	Deadline for Admissions applications
10/16/2017	Last day to apply for Clinical Teaching
10/20/2017	1st 8 week classes end
10/20/2017	Tuition and Fee Payment Deadline (2nd 8-week classes)
10/20/2017	Last day to withdraw from University (1st 8-week classes WF)
10/22/2017	Student End of Course Survey Closes (1st 8-Week Classes)
10/23/2017	2nd 8 week classes begins
10/23/2017	ADD/DROP/LATE REGISTRATION BEGINS (2nd 8-week classes)
10/23/2017	Class Schedule Published
10/23/2017	Spring Advising Starts
10/23/2017	1st 8-week class grades due from faculty by 3pm
10/26/2017	ADD/DROP/LATE REGISTRATION ENDS (2nd 8-week classes)
10/30/2017	Last day to drop 2nd 8-week classes with no record
11/01/2017	GRE/GMAT scores due to Office of Graduate Studies
11/01/2017	Scholarship Deadline for Spring
11/01/2017	Deadline to submit application to Teacher Education Program
11/06/2017	Registration begins
11/10/2017	Veterans Day
11/10/2017	Last day to drop a course with a Q or withdraw with a W (16-week classes)
11/17/2017	Priority Deadline for International Student Admission Applications
11/17/2017	Last day to drop a 2nd 8-week class with a Q or withdraw with a W
11/17/2017	Deadline for submission of final committee-edited theses to Office of Graduate Studies
11/23/2017	Thanksgiving
11/24/2017	Thanksgiving
12/01/2017	Student End of Course Survey Opens (16 Week and 2nd 8-Week Classes)

Date	Activity
12/15/2017	Last day to withdraw from the University (16 week and 2nd 8 week classes)
12/15/2017	Fall Term Ends
12/15/2017	Last day to file for Degree Conferral (Registrar's Office)($20 Late Application Fee applies)
12/15/2017	Last day to apply for $1000 Tuition Rebate for Fall graduation (5pm)
12/15/2017	Commencement Bell County Expo Center 7p.m.
12/17/2017	Student End of Course Survey Closes (16 Week and 2nd 8-Week Classes)
12/19/2017	Final grades due from faculty by 3pm (16 week & 2nd 8 week)

INSTRUCTOR POLICIES

Policies related to absence, grading, etc.

- You are responsible for all class material presented during an absence.
- All work is submitted through Canvas and due on the specified due date/time.
- A penalty of 5 points per day is applied to late Exams, Quizzes, and Assignments.
- Most assignments can be submitted multiple times, even after grading
- Late penalties are also applied to resubmitted items
- Missed exams, quizzes, and assignments will receive a grade of zero.

My Personal Statement

- You will receive feedback in the form of graded assignments within 7 days after the due date.
- I want you to read the feedback that I provide to you (your personal grading notes, Canvas emails, and Canvas discussion forums).
- I am almost always available via email and typically respond within 24 hours except on weekends.
- I prefer email over phone conversations

Copyright Notice.
Section Not Used

TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements.

This course will require that you get a DreamSpark/Imagine account so that you can download multiple versions of Windows for installing in the classroom. Students need to go to the computer lab in Warrior Hall and complete the paperwork for DreamSpark/Imagine access. *I highly recommend that you do NOT wait until the first day of class to request access.*

Each student will need a portable hard drive for this course. I recommend that you get a "self-powered" USB 3.0 based hard drive of at least 250 Gb in size. *I do NOT recommend that you use a USB-Flash drive.*

You will need to install VirtualBox on your PC at home. See: http://www.virtualbox.org

Students may be able to obtain copies of Microsoft Office products through the University (see: http://www.tamuct.edu/departments/informationtechnology/index.php)

This course will use the TAMUCT Instructure Canvas learning management system.
Logon to TAMUCT Canvas [https://tamuct.instructure.com]
        Username: Your MyCT username
        (xx123 or everything before the "@" in your MyCT e-mail address)
        Password: Your MyCT password

Technology Support.

For technology issues, students should contact Help Desk Central.
24 hours a day, 7 days a week:
        Email: helpdesk@tamu.edu
        Phone: (254) 519-5466
        Web Chat: http://hdc.tamu.edu

Please let the support technician know you are an A&M-Central Texas student.

For issues with Canvas, select "chat with Canvas support," submit a support request to Canvas Tier 1, or call the Canvas support line: 1-844-757-0953, links to all are found inside of Canvas using the "Help" link. For issues related to course content and requirements, contact your instructor.

Technology issues are not an excuse for missing a course requirement – make sure your computer is configured correctly and address issues well in advance of deadlines.

COURSE AND UNIVERSITY RESOURCES, PROCEDURES, AND POLICIES

Drop Policy
If you discover that you need to drop this class, you must complete a Drop Request Form, found through the [Registrar's web page](https://www.tamuct.edu/departments/business-office/droppolicy.php):
https://www.tamuct.edu/departments/business-office/droppolicy.php

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity
Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Academic Accommodations
At Texas A&M-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Department of Access and Inclusion at (254) 501-5831. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion webpage](http://www.tamuct.edu/departments/access-inclusion):
http://www.tamuct.edu/departments/access-inclusion.

TAMUCT supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. For more information, please visit https://www.tamuct.departments/index.php. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these requirements and guidelines, please visit: http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf.

Tutoring
Tutoring is available to all TAMUCT students, both on-campus and online. On-campus subjects tutored include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.
If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Kim Wood at k.wood@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables TAMUCT students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in over forty subject areas. Access Tutor.com through Canvas.

The University Writing Center
Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University – Central Texas is a free workspace open to all TAMUCT students from 10am-4pm Monday-Thursday during the Summer semester (June 5, 2017 to July 27, 2017). Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available). Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library
The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at TAMUCT are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the TAMUCT main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our homepage: https://tamuct.libguides.com/