

**INVER HILLS COMMUNITY COLLEGE  
INVER GROVE HEIGHTS, MINNESOTA**

**COURSE OUTLINE**

**COURSE TITLE:** Administering Windows Operating System 1  
**COURSE NUMBER:** CNT 2401  
**CREDIT HOURS:** 1 hour of lecture weekly  
**DEPARTMENT:** Computer Networking and Technology

**CATALOG DESCRIPTION**

**CNT 2401**

Administering Windows Operating System 1

1 credit hour – 1 hour of lecture weekly; one term

Covers the features and procedures to deploy, support and troubleshoot the current dominant version of MS Windows desktop operating system in a variety of stand-alone and network operating system environments. Students will develop awareness of the issues and specifications needed to effectively plan implement and manage deployment of the current operating system.

Prerequisites: CIS 1105 OR CS 1100 OR equivalent Windows OS experience

**LEARNING OBJECTIVES**

Upon completion of this course the student will be able to:

- a. Install or upgrade Windows OS
- b. Automate installation of Windows by using answer files and Uniqueness Database Files (UDFs), or by using the Microsoft Windows System Preparation Tool.
- c. Configure and manage hardware on a computer running Windows
- d. Manage disks
- e. Configure and manage file systems
- f. Troubleshoot the boot process and other system issues
- g. Configure the desktop environment, and use profiles to control desktop customization.
- h. Configure and support Transmission Control Protocol/Internet Protocol (TCP/IP).
- i. Provide users access to Windows networks.
- j. Provide remote users with access
- k. Provide users capacity for mobile computing.
- l. Identify optimal performance or performance issues

**DIVISION OF SUBJECT MATTER**

<b><u>Main Topic</u></b>	<b><u>Time Allocation</u></b>
1.0 Introducing Windows XP Professional	5%
2.0 Installing MS operating system and automating installation	10%
3.0 Configuring hardware for end users	10%
4.0 Managing disks	10%
5.0 Configuring and managing file systems	10%
6.0 Troubleshooting the boot process and other system issues	10%
7.0 Configuring the desktop environment	5%
8.0 Configuring TCP/IP addressing and name resolution	10%
9.0 Configuring desktops to operate in MS Windows networks	10%
10.0 Supporting remote users	10%
11.0 Configuring Windows for mobile computing	5%
12.0 Monitoring resources and performance	5%

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**DETAILED COURSE OUTLINE**

- 1.0 Introducing Windows XP Professional
  - 1.1 Overview of Windows XP Professional
  - 1.2 Comprehensive Help and Support Options
  - 1.3 Windows XP Security Technologies
  - 1.4 Windows XP Organizational Roles
  
- 2.0 Installing MS operating system and automating installation
  - 2.1 Pre-installation Tasks
  - 2.2 Performing and Attended Installation
  - 2.3 Installing Over the Network
  - 2.4 Automating Installations Using Windows Setup Manager
  - 2.5 Upgrading To Windows XP Professional
  - 2.6 Understanding Remote Installations
  - 2.7 Using Disk Duplication to Deploy Windows XP Professional
  - 2.8 Applying System Updates
  - 2.9 Slipstreaming Service Packs and Updates
  - 2.10 Using Windows Product Activation
  - 2.11 Troubleshooting Windows XP Professional Setup
  
- 3.0 Managing disks and File Systems
  - 3.1 Understanding Disk Management
  - 3.2 Managing Removable Storage
  - 3.3 Managing Compression
  - 3.4 Increasing Security with the EFS
  - 3.5 Managing Disk Quotas
  - 3.6 Using Disk Defragmenter, Chkdsk, and Disk Cleanup
  
- 4.0 Managing Devices and Peripherals
  - 4.1 Using Device Manager
  - 4.2 Managing and Troubleshooting I/O Devices
  - 4.3 Understanding Automatic and Manual Hardware Installation
  - 4.4 Viewing and Configuring Hardware Profiles
  - 4.5 Driver Signing and File Signature Verification
  - 4.6 Configuring Computers with Multiple Processors
  - 4.7 Managing ACPI Support
  - 4.8 Troubleshooting ACPI
  
- 5.0 Configuring and Managing the User Experience
  - 5.1 Configuring and Managing Desktop Components
  - 5.2 Configuring Power Options
  - 5.3 Configuring User Profiles
  - 5.4 Configuring Multiple Languages and Locations
  - 5.5 Configuring Accessibility Options
  - 5.6 Other Accessibility Tools
  
- 6.0 Configuring and Managing Printers and Fax Devices
  - 6.1 Adding a Local Printer
  - 6.2 Adding a Printer Connected to a Print Server
  - 6.3 Adding a Network Interface Printer
  - 6.4 Connecting to an Internet Printer
  - 6.5 Using Windows XP as a Printer Server

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- 6.6 Managing Printers
- 6.7 Managing Documents
- 6.8 Troubleshooting Common Printing Problems
- 6.9 Configuring and Managing Windows XP Fax Support
  
- 7.0 Configuring and Managing NTFS Security
  - 7.1 Understanding NTFS File System
  - 7.2 Understanding NTFS Permissions
  - 7.3 Managing NTFS Permissions
  - 7.4 Auditing NTFS Object Access
  - 7.5 Troubleshooting NTFS Permissions
  
- 8.0 Configuring and Managing Shared Folder Security
  - 8.1 Understanding Shared Folders
  - 8.2 Planning Shared Folders
  - 8.3 Sharing a Folder
  - 8.4 Managing Shared Folders
  - 8.5 Connecting to Shared Folders
  - 8.6 Combining Shared Folder Permissions and NTFS Permissions
  - 8.7 Monitoring Access to Shared Folders
  - 8.8 Using Offline Folders and Files
  - 8.9 Managing Internet Information Services
  
- 9.0 Supporting Applications in Windows XP
  - 9.1 Understanding Windows Installer Technologies
  - 9.2 Deploying Software Using Group Policy
  - 9.3 Understanding Application Compatibility
  
- 10.0 Connecting Windows XP Professional to a Network
  - 10.1 Configuring TCP/IP
  - 10.2 Connecting to a Wireless Ethernet Network
  - 10.3 Configuring Other Network Connections
  - 10.4 Connecting to Computers Using Dial-Up Networking
  - 10.5 Configuring and Troubleshooting Internet Connection Sharing (ICS)
  - 10.6 Using Remote Desktop and Remote Assistance
  
- 11.0 Configuring TCP/IP Addressing and Security
  - 11.1 Understanding IP Addresses
  - 11.2 Using Subnet Masks
  - 11.3 Securing IP Communications
  
- 12.0 Managing Internet Explorer Connections and Security
  - 12.1 Managing Internet Explorer Connections
  - 12.2 Connecting to Resources Using Internet Explorer
  - 12.3 Managing Internet Explorer Security Settings
  - 12.4 Managing Internet Explorer Privacy Settings
  - 12.5 Using Add-On Manager to Control Add-On Programs
  
- 13.0 Managing Users and Groups
  - 13.1 Overview of User Accounts
  - 13.2 Planning User Accounts and Groups
  - 13.3 Creating and Managing User Accounts with Local Users and Groups
  - 13.4 Creating and Managing Groups
  - 13.5 Creating and Managing User Accounts with the User Accounts Tool
  - 13.6 Best Practices for User Account Management

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13.7 Managing User Account-Related System Policies

13.8 Using Cached Credentials in Windows XP

14.0 Configuring and Managing Computer Security

14.1 Understanding Security Policy

14.2 Managing Security Policy

14.3 Managing Security Audit Policy

15.0 Backing Up and Restoring Systems and Data

15.1 Understanding the Windows Backup Utility

15.2 Planning a Backup and Recovery Strategy

15.3 Backing Up the System

15.4 Restoring a System

15.5 Using System Restore to Recover Data and Settings

15.6 Using Startup and Recovery Tools to Recover a System

16.0 Managing Performance

16.1 Designing a System for Performance

16.2 Monitoring Performance

16.3 Improving Performance

**TEXTBOOK**

**TITLE:** 70-270 Installing, Configuring, and Administering Microsoft Windows XP Professional, 2nd edition

**AUTHOR:** Dave Feld

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