

2273: Managing and Maintaining a Microsoft Win. Server 2003 Environ.

10/9 ó 27/10

Demstar Education,

Course Aim:

There is a need for IT workers to provide become familiar and learn with the knowledge and skills that are required to manage accounts and resources, maintain server resources, monitor server performance, and safeguard data in a Microsoft Windows Server 2003 environment. This is the first course in the Systems Administrator and Systems Engineer tracks for Windows Server 2003 and serves as the entry point for other courses in the Windows Server 2003 curriculum.

Course Objectives:

- Create and populate organizational units with user and computer accounts.
- Manage user and computer accounts.
- Create and manage groups.
- Manage access to resources.
- Implement and manage printing.
- Manage access to objects by using organizational units.
- Implement Group Policy.
- Manage the user and computer environment by using Group Policy.
- Audit accounts and resources.
- Prepare to administer server resources.
- Configure a server to monitor system performance.
- Monitor system performance.
- Manage device drivers by configuring device driver signing and restoring a device driver.
- Manage hard disks, data storage, and disaster recovery.
- Maintain software by using Microsoft Windows Server Update Services (WSUS).
- Maintain Windows Server 2003 security.

Target Trainee Profile:

This course is intended for systems administrators or systems engineers who are required to manage and maintain Windows Server 2003 environments. Before attending this course, students must have: -CompTIA A+ certification, or equivalent knowledge and skills. -CompTIA Network+ certification, or equivalent knowledge and skills.

Trainers Profile:

Main Instructor: Vasilis Constantinou (741654)
Replacement Instructor: Marinos Nicolaou (741040)

Course Outline:

Session 1: 10/09/2009

05:30 ó 08:45

Module 1: Introduction to Administering Accounts and Resources

This module explains how to administer accounts and resources on computers running Windows Server 2003 software in a networked environment.

Lessons

The Windows Server 2003 Environment

Logging on to Windows Server 2003

Using the Run As Feature for Administration

Installing and Configuring Administrative Tools

Creating an Organizational Unit

Session 2: 15/09/2009

05:30 ó 08:45

Lab : Creating Organizational Units

After completing this module, students will be able to:

Describe the Windows Server 2003 environment.

Log on to a computer running Windows Server 2003.

Use the Run as feature to perform administrative tasks.

Install and configure the administrative tools.

Create an organizational unit.

Session 3:17/09/2009

05:30 ó 08:45

Module 2: Managing Users and Groups

This module explains how to modify user and computer accounts on computers running Windows Server 2003 in a networked environment, and how to perform various administrative functions by using groups.

Lessons

Creating User Accounts

Creating Computer Accounts

Modifying User and Computer Account Properties

Modifying User and Computer Account Properties

Managing User and Computer Accounts

Creating Groups

Managing Group Membership

Strategies for Using Groups

Session 4: 22/09/2009

05:30 ó 08:45

Lab : Managing User and Computer Groups

Lab : Creating and Managing Groups

After completing this module, students will be able to:

Create user and computer accounts.

Modify user and computer account properties.

Create a user account template.

Manage user and computer accounts.

Session 5: 24/09/2009

05:30 ó 08:45

Create groups.

Manage group membership.

Apply strategies for using groups.

Manage default groups.

Module 3: Managing Access to Objects and Resources

This module explains how to enable resource access with permissions, manage access to files and folders by using permissions, and manage permission inheritance. This module also explains the permissions available for managing access to Active Directory objects, how to move objects between organizational units in the same domain, and how to delegate control of an organizational unit.

Session 6:29/09/2009

05:30 ó 08:45

Lessons

Understanding Resource Access

Managing Access to Shared Folders

Managing Files by Using NTFS Permissions

Determining Effective Permissions

Modifying Permissions for Active Directory

Lab : Managing Access to Resources

Session 7: 6/10/2009

05:30 ó 08:45

Lab : Managing Access to Objects in Organizational Units

After completing this module, students will be able to:

Modify permissions for Active Directory objects.

Delegate control of organizational units.

Manage access to resources.

Manage access to shared folders.

Manage access to files and folders by using NTFS permissions.

Determine effective permissions.

Manage access to shared files by using offline caching.

Module 4: Implementing and Managing Printing

This module explains how to implement printing, and how to set up a network-wide printing strategy to meet the needs of users and troubleshoot installation or configuration problems.

Session 8: 08/10/2009

05:30 ó 08:45

Lessons

Understand Windows Server 2003 Printing

Installing and Managing Printer Access

Implementing Printer Locations

Managing Printers and Spooling

Managing Printing Pools and Queues

Lab : Implementing Printing

Lab : Managing Printing

After completing this module, students will be able to:

Explain printing in the Windows Server 2003 family.

Install and manage access to printers by using printer permissions.

Change the location of the print spooler.

Set printing priorities and schedule printer availability.

Configure a printing pool and redirect print queues.

Session 9:13/10/2009

05:30 ó 08:45

Module 5: Implementing and Managing Group Policy

This module explains the purpose and function of Group Policy in a Windows Server 2003 environment and how to implement and manage Group Policy objects (GPOs). This module also explains how to use Group Policy to assign scripts, restrict group membership and access to software, and configure folder redirection.

Lessons

Implementing Group Policy Objects

Implementing GPOs in a Domain

Deploying GPOs

Managing Resource Access with GPOs

Determining Applied GPOs

Session 10: 15/10/2009

05:30 ó 08:45

Lab : Implementing and Managing Group Policy

After completing this module, students will be able to:

Implement GPOs in a domain.

Manage the deployment of Group Policy.

Configure Group Policy settings.
Assign scripts with Group Policy.
Restrict group membership and access to software.
Configure Folder Redirection.
Determine Applied GPOs.

Module 6: Managing Windows Server 2003 Security

This module explains how to secure Windows Server 2003. The module provides an overview of securing servers, core server security, hardening servers, and the Microsoft Baseline Security Analyzer tool.

Lessons

Understanding Server 2003 Security
Implementing Core Server Security
Hardening Servers
Microsoft Baseline Security Analyzer
Managing Server 2003 User Rights
Using Server Security Templates
Managing Server Auditing and Security Logs

Session 11: 20/10/2009

05:30 ó 08:45

Lab : Managing Security Settings

After completing this module, students will be able to:

Describe how servers are secured.
Explain core server security.
Harden servers in various roles.
Use Microsoft Baseline Security Analyzer.
Explain user rights and audit policies.
Use security templates to secure computers.
Configure auditing.
Manage security logs.

Module 7: Managing Windows Server 2003

This module explains how to administer a server. It describes how to manage servers remotely, what tools to use, and the rights and permissions that are needed to administer a server. This module also explains how to manage disks and how to use the tools to manage and set up disks.

Lessons

Administering Windows Server 2003
Configuring Remote Desktop
Using Remote Desktop to Manage Servers
Managing Server Disks
Managing Server Volumes

Lab : Preparing to Administer a Server

Lab : Managing Disks

After completing this module, students will be able to:
Explain the tasks, tools, and rights that are required to administer a server.
Configure Remote Desktop for Administration and client preferences.
Manage remote desktop connections.
Initialize and partition a disk.
View and update disk properties.
Manage mounted drives.
Convert a disk from basic to dynamic and from dynamic to basic.
Create volumes on a disk.

Module 8: Maintaining Windows Server 2003

This module explains how to monitor server and subsystems performance by using performance tools, configure and manage performance logs, configure and manage alerts, and manage system monitor views. This module also explains how to maintain device drivers.

Lessons

Understanding Server Performance
Configuring Server Monitoring
Monitoring Server Subsystems
Monitoring Server Performance
Maintaining Device Drivers
Lab : Monitoring Server Performance

Session 12: 22/10/2009 05:30 ó 08:45

Lab : Maintaining Device Drivers

After completing this module, students will be able to:
Establish a performance baseline.
Perform real-time and logged monitoring.
Configure and manage counter logs.
Explain how the four primary server subsystems affect server performance.
Monitor server memory, processor usage, disks, and network usage.
Use best practices for monitoring server performance.
Configure device driver signing.
Restore the previous version of a device driver.

Module 9: Managing Data Storage and Server Security

This module explains the Encrypting File System (EFS), which contributes to the safe storage of data and helps to keep the network from harm. It also explains how to administer disk quotas.

Lessons

Managing File Compression
Configuring File Encryption
Implementing Disk Quotas

Lab : Managing Data Storage

After completing this module, students will be able to:
Manage NTFS file compression.

Configure file encryption.
Configure an EFS recovery agent.
Implement disk quotas.

Module 10: Managing Disaster Recover and Windows Server Update Services

This module explains how to plan for a computer disaster and how to use the features of Windows Server 2003 to prevent a disaster or recover when one occurs. This module also explains how to use WSUS to manage and distribute critical software updates that resolve known security vulnerabilities and other stability issues.

Session 13: 27/10/2009

05:30 ó 08:45

Lessons

Managing Data Backup and Restore
Configuring Shadow Copies
Recovering from Server Failure
Installing and Configuring WSUS
Lab : Managing Disaster Recovery

Lab : Maintaining Software by Using WSUS

After completing this module, students will be able to:

Prepare for a disaster recovery.
Back up data and schedule backup jobs.
Restore data.
Configure a shadow copy.
Recover from server failure.
Describe WSUS.
Install, configure, and manage servers to use WSUS.

Meeting Information:

Venue: Demstar Education, Nicosia

Participation Fee

Initial Cost:	þ 1225
HRDA Subsidy:	(þ 741)
Net Cost per Participant	þ 484

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