

**Nashville State Community College**  
**School of Science, Technology, Engineering, and Mathematics (STEM)**

**Computer Information Technology**

**CITC-2339 Windows Server III**

This syllabus sets forth the expectations for course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. Students will be notified if any changes are made. Though changes are possible, it is expected that the course will be conducted as described in this syllabus.

**Course Information:**

**Course Title:** CITC-2339, Windows Server III

**Credits:** 3

**Class Hours:** 2 Class, 2 Lab

**Course Description:**

Designed to prepare students in the area of Active Directory (AD) management skills, this course focuses on configuration of AD necessary to create and manage AD users, groups, organizational units (OUs). This course also teaches how to maintain AD, services authentication, and account policies in an enterprise environment. Prerequisite(s): Windows Server II, CITC 2323

**Instructor Information:**

**Name:**

**Office:**

**Phone:**

**Email:**

**Office Hours:**

**Required Textbook(s) & Materials:**

**Online Access to:** *TestOut Server Pro 2016: Identity* course. See [www.TestOut.com](http://www.TestOut.com)

**ISBN:** 978-1-935080-68-8

Once enrolled, all students should verify that they have the correct textbook and materials information by consulting the D2L/NS Online shell for the course. If you are registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or [accesscenter@nsc.edu](mailto:accesscenter@nsc.edu).

**Digital Course Materials (DCM):**

To ensure the lowest cost for students, this course includes a materials fee. This means that some or all of the required textbooks and materials for this course are available through your *NS Online* course shell. When you register for this course, the charge will appear on your account. If you decide you do not want to purchase the course materials embedded in *NS Online*, you can opt out of the program until the end of the second week of classes. If you opt out, you will be responsible for obtaining the required course materials on your own. For more information, please visit [www.nsc.edu/dcm](http://www.nsc.edu/dcm).

**Course Outcomes:**

Upon successful completion of this course, students should be able to:

- Plan and implement an Active Directory deployment that includes multiple domains and forests, including the configuration of Active Directory Certificate and Federation Services.
- Implement a backup and perform disaster recovery solution and other advanced services.

### **Course Competencies:**

The following are detailed course competencies intended to support the course outcomes:

- Become skilled at installing and adding Domain Controllers
- Be able to install and configure AD Domain Services on Server Core
- Master the task of creating, configuring, and deleting users and computer objects.
- Master the task of configuring creating, copying, and configuring Organizational Units (OUs)
- Master the task of configuring creating, copying, and groups in AD.
- Learn how to perform AD back-up and restoration operations.
- Creating, Configuring and Managing Active Directory Sites
- Learn how to create, apply, and manage Group Policy Objects (GPOs) in AD
- Be able to configure GPOs order and precedence for GPO processing purposes.
- Gain expertise with using Group Policy Preferences (GPPs)
- Master the task of installing AD Federation Services
- Installing Licensing and AD Rights Management Server

### **Topics to Be Covered:**

- Domain Controllers, AD, Global Catalog
- User and Computer objects in AD
- Groups and Group types within AD
- Services accounts, authentication platform such as Kerberos
- Multi-domain ADs, Multi-forest ADs
- Group Policies and their role in an AD domain
- Group Policies and their settings
- Group Policy Preferences and settings
- AD Certificate Services and Certificates
- AD Federation Services
- AD Rights Management Services

### **Course Assessments:**

The following performance assessments will be used to demonstrate students' understanding, knowledge, and skills:

Type	Percentage (%)
Chapter Labs	30
Chapter Tests	30
Midterm Exam	20
Final Exam	20

### **Late Work Policy & Make-up Procedures for Missed Assignments and Work:**

All work must be completed and turned in by the due (and end) date. No work will be accepted after the last class meeting. Students will have a week from the start date and until the due date to post their assignments, labs, and presentations. After the due date students will have a two-day grace period until the end date. Labs and assignments posted during the grace period will incur a 20 percent penalty. There

will be no submissions of homework assignments and labs after the end date. Tests (quizzes/exams) and the Final will be scheduled for a day and must be taken on the date these tests will be scheduled.

## **FA**

According to NSCC policy, an FA is awarded to students who do not officially withdraw from a course and do not attend after the cut-off date provided in the academic calendar. Please refer to the current academic calendar available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." Students who stop attending on or before this date receive an FA; students who stop attending after this date receive an F.

For online courses, attendance is defined by submission of assignments. Students who fail a course and whose last assignment is submitted on or before the FA date will earn an FA for the course. Students who fail a course and whose last assignment is submitted after the FA date will earn an F for the course. An FN is assigned to students who do not submit any assignments.

## **FN**

An FN is awarded to students who never attended class.

## **Attendance Policy**

### **General Policy**

If you have been exposed to COVID-19 or have tested positive, you must email [virusinfo@nsc.edu](mailto:virusinfo@nsc.edu).

- *Absences in a course may affect your final grade.*
- *Tardiness may also affect your final grade.*
- *You are responsible for all work/tests that occur during any missed course session(s) regardless of reason(s) for absence.*
- *If you are not well enough to attend a course session (class), you must notify the instructor as soon as possible before the scheduled course time.*
  - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*
- *If you have an unavoidable conflict with a scheduled course session, you must notify the instructor before the course session.*
  - *If you are unable to notify an instructor before the scheduled course time, you must contact the instructor as soon as reasonably possible.*

### **Instructor's Policy**

- Absences in a course may affect a student's final grade.
- Tardiness may also affect a student's final grade.
- Students are responsible for all work/tests that occur during any missed class session(s) regardless of reason(s) for absence.
- Students who are sick or not well enough to attend class must notify the instructor as soon as possible before the scheduled class time, unless incapacitated or unable to do so. In that case, students must contact the instructor as soon as reasonably possible.
- If a student has an unavoidable conflict with a scheduled class session, students must notify the instructor, preferably before the class session, or as soon as possible.

**For financial aid** purposes, **attendance** is measured by participation in the course. Instructors can determine your level of participation in several ways. Some of those ways are:

- continued attendance
- participation in on-ground or virtual class sessions
- participating in D2L as prompted
- responding to an instructor's email
- posting to a discussion board
- completing and submitting assignments

Tardiness may also affect students' final grades. Late arrivals in class should not exceed fifteen (15) minutes.

Students must notify instructor of any absences associated with excusable medical, family, and logistical extenuating circumstances and submit documentation and/or an explanation in relation to a lecture missed.

Doctor's visits should also be forwarded via email or in person before the anticipated absence from class. Students who know beforehand that they will not be able to attend a lecture, must send a note to that effect to the instructor. See instructor's email address in the Instructor Information section.

Overall number of unexcused absences should not exceed five (5) meetings. Fifth absence entails a warning, while the sixth absence will lead to a Failure for Attendance Reasons (FA) grade.

#### **FA Grade:**

According to NSCC policy, an FA is awarded to students who do not officially withdraw from a course and do not attend after the cut-off date provided in the academic calendar. Please refer to the current academic calendar available on the Nashville State web site, look for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." Students who stop attending on or before this date receive an FA; students who stop attending after this date receive an F.

For online courses, attendance is defined by submission of assignments. Students who fail a course and whose last assignment is submitted on or before the FA date will earn an FA for the course. Students who fail a course and whose last assignment is submitted after the FA date will earn an F for the course. An FN is assigned to students who do not submit any assignments.

#### **FN Grade:**

An FN is awarded to students who never attended class.

#### **W Grade:**

The last day to withdraw from a course with a W can be looked up in the semester academic calendar.

### **Technology Statement**

- All classes at the College are web enhanced. "Web enhanced" means that components of the course, such as assignments and online discussions, may be located online in the class D2L/NS Online course shell and used in the course, even if the course meets in a classroom on ground.
- You must have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- You may also be required to use free video conferencing platforms (examples: Zoom, Teams, etc.) for course sessions and meetings.

- You will be responsible for appropriate dress while on video. This means that you are expected to dress as if you were in a classroom.
- You will be responsible for a distraction free environment while on video. This means that the professor and others in the course should not be able to hear noise in your home, such as cell phones, TVs, or barking dogs. The best way to do this is to keep yourself on “mute” until you need to speak.
- You will be responsible for making sure your background is neutral. Keep in mind that students and professors come from all around the world, and you are all a part of our community. Therefore, please avoid having images in your background that may be offensive to your classmates.
- Certain publisher materials, such as textbook figures, may not work on cellphones and may require a laptop or a tablet.
- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information is available on this website: <https://www.nsc.edu/current-students/student-online-resources/access-to-internet-andtechnology>.

## Computer Labs

Computers are available for all Nashville State students to use at each campus during open hours. Open computer lab availability may vary from campus to campus. You should check the NSCC website for current hours of operation.

## D2L/NS Online and myNSCC

It is your responsibility to check your email in **both** D2L/NS Online course shells and your @my.nsc.edu (student email) on a regular basis. These are the official communication channels between the college and you. You are responsible for the information communicated through these email channels. D2L/NS Online emails contain specific course information and @my.nsc.edu emails contain important information from college offices, such as Financial Aid.

## ADA Compliance Statement

If you need accommodations due to a disability, please do not hesitate to reach out to our Access Center. Disabilities for which you can receive accommodations include documented physical, emotional, and/or learning conditions. Nashville State is committed to supporting your success, and we encourage you to get assistance if needed. If you require accommodations for any courses in which you are enrolled, contact the Access Center at 615.353.3741 or 615.353.3721, or e-mail [accesscenter@nsc.edu](mailto:accesscenter@nsc.edu).

## Classroom Misconduct

Disruptive conduct is not allowed in the classroom. Disruptive conduct is any behavior that prevents students from learning and interferes with the ability of the instructor to teach. This may change from course to course; therefore, your individual instructors will give you guidance on what qualifies as “disruptive conduct” in their courses. Please review the [Nashville State Student Code of Conduct policy](#). Please be aware that children are not allowed in class or to be left unattended on campus.

## Academic Misconduct

You have started this academic journey to prepare for a future career. Because of this, it is important that you learn the materials being presented in your courses. For this reason, cheating, in any form, robs you of your opportunity to learn and master the material that will enable you to succeed in that future career. Nashville State has a clear [Academic Misconduct Policy](#) that you are expected to follow. In addition, your instructors will clarify what Academic Misconduct looks like and the consequences for violations in each

course that you take. The instructor has the authority to assign an “F” or a “zero” for such violations or for the semester grade.

### **Academic Early Alert System**

If you are not doing well in your course, your instructor may send you an Early Alert through your @my.nsc.edu email. This email will go to your academic advisor and Student Success advisor, as well. If you get an Early Alert, contact your instructor immediately. Instructors send these when they want to help you figure out how to get extra support to pass the course. An Early Alert does not mean that you have already failed the course. Rather, it means you are in danger of failing the course if you do not change your learning strategy. Please use an Early Alert to your advantage and as an opportunity to improve your grade.

### **RAVE Emergency Alert System**

You can log in to this free alert system to receive text messages about emergencies related to NSCC campuses: <https://www.getrave.com/login/nsc>. The instructions for this are listed below.

- Your RAVE Username is your NSCC email address.
- If you've never received an email from RAVE with your password, or if you need to reset your password, select “Forgot your password?” and a new password will be emailed to you.
- Should the RAVE system indicate “user not found”, select Register and create your own RAVE account.

### **Student Wellness**

Your well-being is important to us. With this in mind, the college has several resources available to provide support when needed:

- Free tutoring: <https://www.nsc.edu/current-students/on-campus-resources/learning-center-andtutoring>
- NSCC email, scheduling, online courses, textbooks, tech check out and support, computer labs on campuses, academic advising, financial advising, COVID-19 information and procedures on campuses: <https://www.nsc.edu/current-students/student-online-resources>
- Services that help with bus passes, food, childcare, textbooks, housing, financial counseling, personal counseling, suicide prevention, health insurance: <https://www.nsc.edu/currentstudents/on-campus-resources/student-support-services>

### **Equity Statement**

We are taking steps to become more aware of the many different needs of students. Faculty, staff and administrators are committed to helping students find ways to meet their needs so that ALL students can reach their goals. Please ask for things you need.

### **Inclement Weather & Campus Closings**

You get notices about campus closings in these places: text messages from RAVE and [www.nsc.edu](http://www.nsc.edu). Even when campuses are closed, you are still responsible for completing all assigned work. Check D2L/NS Online for a message from your instructor so you do not miss important assignments and due dates, which may change due to the campus closure.

### **Class Cancellation Policy**

Our instructors post messages about cancelling classes in the D2L/NS Online course shells and/or on the classroom door on campus. These messages can be found in the News and Content section or the Email

tab in the online shell. Please check these to be sure that you take advantage of opportunities for learning and points toward your grade.