

**OAKTON COMMUNITY COLLEGE
GENERIC COURSE SYLLABUS**

<u>I. COURSE</u>	<u>COURSE</u>	<u>COURSE</u>	<u>CREDIT</u>	<u>LECTURE</u>	<u>LAB</u>
<u>PREFIX</u>	<u>NUMBER</u>	<u>NAME</u>			
CNS (Formerly LAN 209)	209	Microsoft Implementing and Managing Exchange Server	3	3	1

II. PREREQUISITE:

CNS 111 (Formerly LAN 111); or LAN 171 or consent of instructor, coordinator or program chair.

III. COURSE (CATALOG) DESCRIPTION:

This course provides students with the knowledge and skills that are needed to update and support a reliable, secure messaging infrastructure. This infrastructure is used for creating, storing; and sharing information by using Microsoft Exchange Server. This course covers the most recent release of Windows. This course is one of the elective examinations that are required in Microsoft Certified Systems Engineer (MCSE), Windows curriculum. This course is one of the elective exams that are required for the MCSE and MCSE Messaging candidates on the Windows Server track.

IV. LEARNING OBJECTIVES:

Upon successful completion of this course, you will be able to

1. Perform a clean installation of Exchange Server and verify that the installation was successful.
2. Describe the process for upgrading to Exchange Server
3. Configure and manage Exchange Server.
4. Manage interoperability between Exchange Server
5. Manage recipients, public folders and address lists.
6. Implement and manage client access with Internet protocols.
7. Manage client configuration and connectivity.
8. Manage routing, mobile devices with Exchange Server
9. Manage data storage and hardware resources.
10. Plan for disaster and disaster recovery.
11. Back up and restore Exchange.
12. Perform preventive maintenance.

V. ACADEMIC INTEGRITY:

Students and employees at Oakton Community College are required to demonstrate academic integrity and follow Oakton's Code of Academic Conduct. This code prohibits:

- cheating
- plagiarism (turning in work not written by you, or lacking proper citation)
- falsification and fabrication (lying or distorting the truth)
- helping others to cheat
- unauthorized changes on official documents
- pretending to be someone else or having someone else pretend to be you

- making or accepting bribes, special favors, or threats, and
- any other behavior that violates academic integrity.

There are serious consequences to violations of the academic integrity policy. Oakton's policies and procedures provide students a fair hearing if a complaint is made against you. If you are found to have violated the policy, the minimum penalty is failure on the assignment and, a disciplinary record will be established and kept on file in the office of the Vice President for Student Affairs for a period of 3 years.

Details of the Code of Academic Conduct can be found in the Student Handbook.

VI. OUTLINE OF TOPICS:

- A. Installing and Upgrading to Exchange Server
- B. Configuring and Managing Exchange Server
- C. Securing Exchange Server
- D. Managing Recipients, Public Folders, and Address Lists
- E. Implementing and Managing Client Access with Internet Protocols
- F. Managing Client Configuration and Connectivity
- G. Managing Routing
- H. Managing Mobile Devices with Exchange Server
- I. Managing Data Storage and Hardware Resources
- J. Planning for and Recovering from Disasters
- K. Performing Preventive Maintenance
- L. Migrating Users from Exchange Server to Exchange Server

VII. METHODS OF INSTRUCTION:

Methods include lectures, class exercises and class discussion, hands-on lab exercises projects.

VIII. COURSE PRACTICES REQUIRED:

- Read course materials – textbook and current journals.
- Attend and participate in class lecture and lab.
- Complete required assignments, exercises, quizzes, and exams.
- Complete LAN projects.

IX. INSTRUCTIONAL MATERIALS:

- Textbook and Lab book: Microsoft Official Curriculum for Windows
- Current Self-Test Software
- Software manuals

X. METHODS OF EVALUATING STUDENT PROGRESS:

Quizzes, examinations, completion of lab assignments, exercises; and several Local Area Networks (LAN) projects.

XI. OTHER COURSE INFORMATION:

If you have a documented learning, psychological, or physical disability you may be entitled to reasonable academic accommodations or services. To request accommodations or services, contact the ASSIST office in the Learning Center. All students are expected to fulfill essential course requirements. The College will not waive any essential skill or requirement of a course or degree program.