SAMPLE ASSIGNMENT
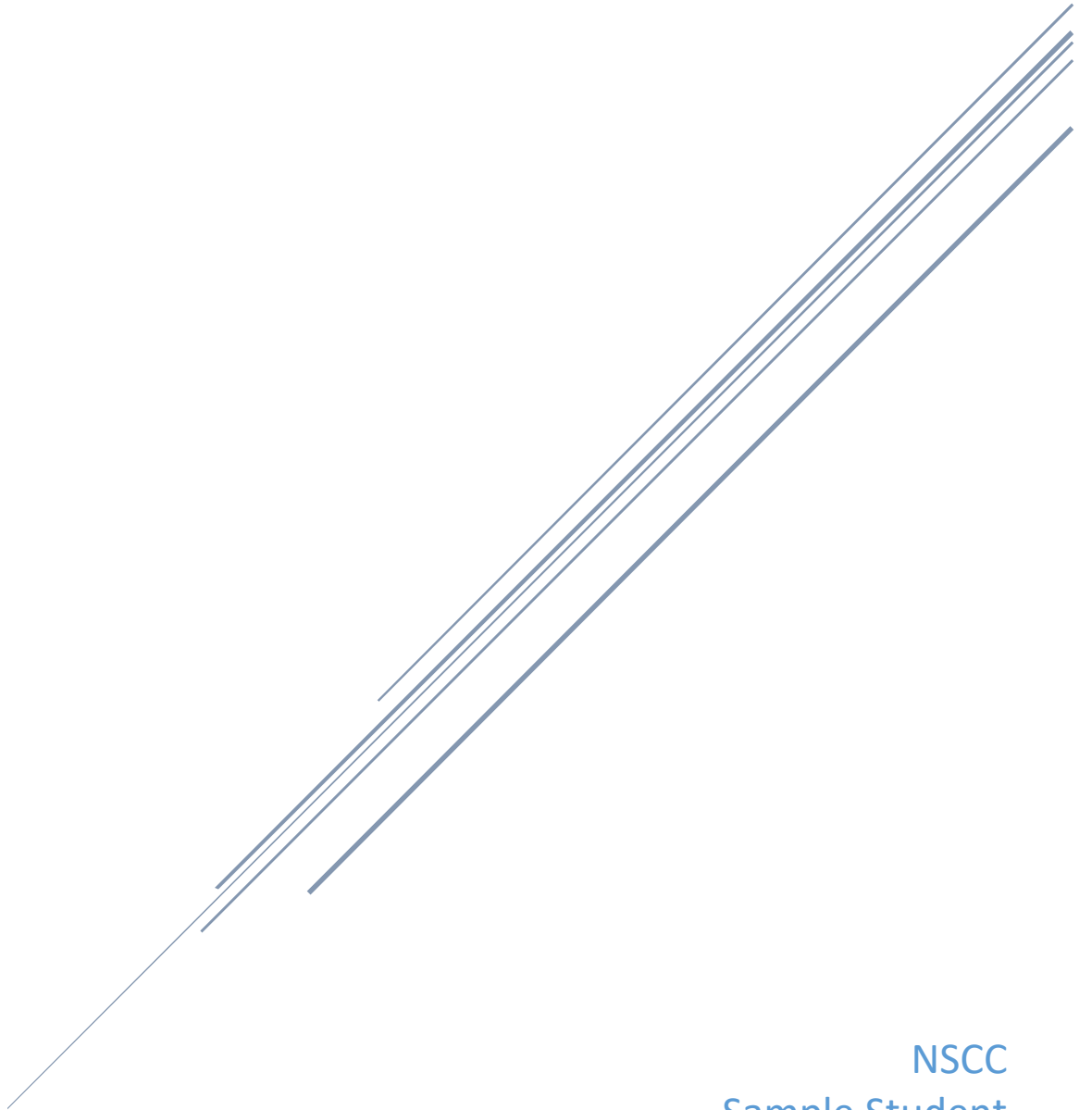
OSYS1200 – Introduction to Windows Administration

NSCC
Sample Student
W1234567

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Introduction

The purpose of this document is to answer any questions asked in the assignment as well as a means to display your change management log and any attachments or screenshots as required.

Question or Research Section

Assignment questions

Question 1. Here is the first question asked in the assignment.

This is where I would place the answer to the first question. I will make sure to answer in a full and complete sentence as professionalism is important.

Question 2. Here is the second question asked in the assignment.

This is where I would place the answer to the second question. I will make sure to answer in a full and complete sentence as professionalism is important.

Question 3. Here is the third question asked in the assignment.

This is where I would place the answer to the third question. I will make sure to answer in a full and complete sentence as professionalism is important.

Question 4. Here is the forth question asked in the assignment.

This is where I would place the answer to the forth question. I will make sure to answer in a full and complete sentence as professionalism is important.
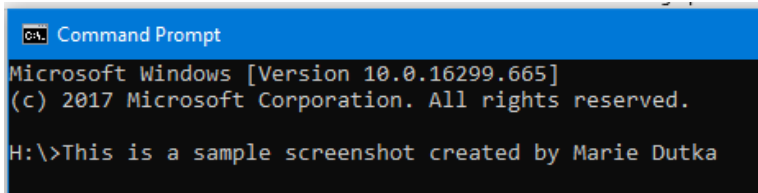
Case Study

Here is where I would answer the case study as assigned.

This is where I would place the answer to the case study. I will make sure to answer in a full and complete sentence as professionalism is important.

Screenshots taken during the assignment

If the assignment requests screenshots this where I might place them.
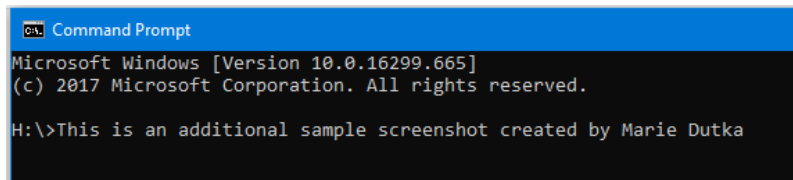
Screenshot of the sample

Screenshot of sample two

Script used in assignment

If the assignment requests scripts this where I might place them.

Script Sample 1

#Created On: Sept 17, 2018

#Author: Sample Student

Sample script to complete a specific task

As required by the assignment

PDF of Change management

Install Form
OSYS1200

Student Information

Student Name	Marie Dutka
Student Number	W1234567

System Information

Operating System	Windows 10 Pro
64 bi	☑
32 bi	☐
Hostnam	WSRMC230B01

Hardware Information

Hard Drive(s)	3	Hard Drive 1	60	GB
# of Processors	2	Hard Drive 2	10	GB
RAM	4GB	Hard Drive 3	5	GB

Network Configuration

DHC	☑
Static	☐

Additional Information

Issues	Updates would not complete
Steps to Resolve Issues	Changed NIC to DHCP

Required Files

Attach Files	📎(1)
List of Attachments	Naming Convention v5.docx

Attachments in Change management

Naming Convention (for full document, see original noted in citation)

Introduction
Included in this document is the information required for developing conventions and guidelines for Company Inc.

Virtual Machines
Virtual Machines will be named using the Course plus the suffix "**_VM**" plus a two (2) digit sequence code.

Example:

>   OSYS1200_VM01

>   OSYS1200 + _Virtual Machine + first machine 01

Workstations and Laptops
Workstations will be named using the prefix "**WS**" for workstation or "**LT**" for laptop plus RM and room number plus a two (2) digit sequence code.

Example:

>   WSRM12101

>   Workstation + Room 121 + workstation 01

Servers
Servers will be named using a prefix for the "Server Role" plus RM and room number plus a two (2) digit sequence code.

Server Roles
- o FS = File Server
- o DB = Database Server
- o WB = Web Server
- o VSH = Virtual Server Host
- o DC = Domain Controller
- o ES = Email Server

Example:

        FSRM12101

        File Server + Room 121 + server 01

Printers

Printers will be named using the prefix "**PR**" for printer plus RM and room number plus printer model plus a two (2) digit sequence code.

Example:

        PRRM112KyC250001

        Printer + Room 112 + Kyocera Colour 2500 + printer 01

Printer Shares

Printer Shares will be named using the prefix "**PRS**" for printer share plus RM and room number plus a two (2) digit sequence code.

Example:

        PRSRM11201

        Printer Share + Room 112 + printer 01

Usernames

Usernames will be created with the "First Letter" of the employees first name and the "First twelve (12) letters" of the employees last name *Add a two (2) digit sequence code if name already in use. Not to exceed 15 characters.

Example:

        BSmythe

        Bruce + Smythe

Works Cited

Dutka, M. (2018, 09 17). Naming convention. *Naming convention*. Halifax, NS, Canada: Marie Dutka.
  Retrieved from S:\IN Faculty_Student\Marie Dutka\Course Resources

NSCC. (2018, 09 17). *NSCC Brightspace*. Retrieved from NSCC Online Learning:
  https://nscconline.desire2learn.com/d2l/home