

Introduction

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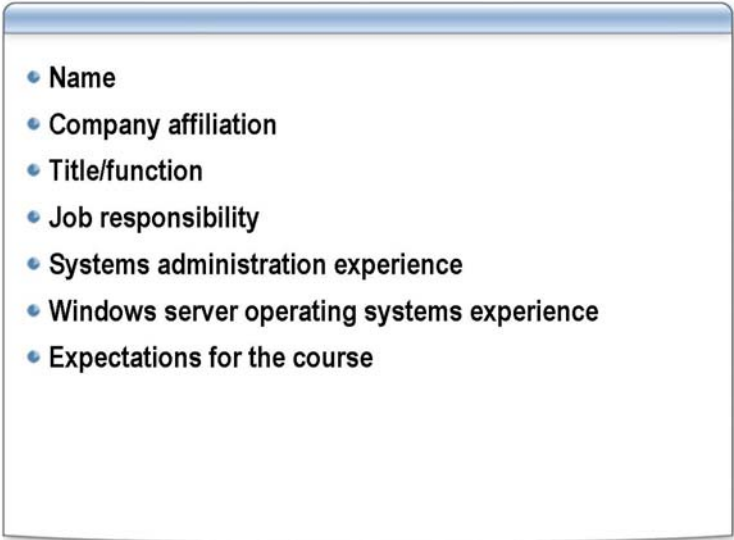
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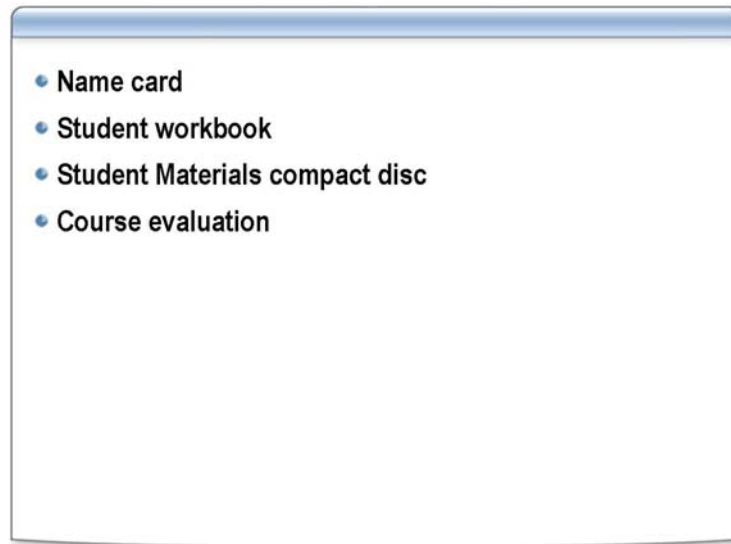
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Introduction

- 
- Name
 - Company affiliation
 - Title/function
 - Job responsibility
 - Systems administration experience
 - Windows server operating systems experience
 - Expectations for the course
-

Course Materials



The following materials are included with your kit:

- *Name card.* Write your name on both sides of the name card.
- *Student workbook.* The student workbook contains the material covered in class, in addition to the hands-on lab exercises.
- *Student Materials compact disc.* The Student Materials compact disc contains the Web page that provides you with links to resources pertaining to this course, including additional readings, review and lab answers, lab files, multimedia presentations, and course-related Web sites.

Note To open the Web page, insert the Student Materials compact disc into the CD-ROM drive, and then in the root directory of the compact disc, double-click **Autorun.exe** or **Default.htm**.

- *Assessments.* There are assessments for each lesson, located on the Student Materials compact disc. You can use them as pre-assessments to identify areas of difficulty, or you can use them as post-assessments to validate learning.
- *Course evaluation.* To provide feedback on the course, training facility, and instructor, you will have the opportunity to complete an online evaluation near the end of the course.

To provide additional comments or feedback on the course, send e-mail to support@mscourseware.com. To inquire about the Microsoft® Certified Professional program, send e-mail to mcphelp@microsoft.com.

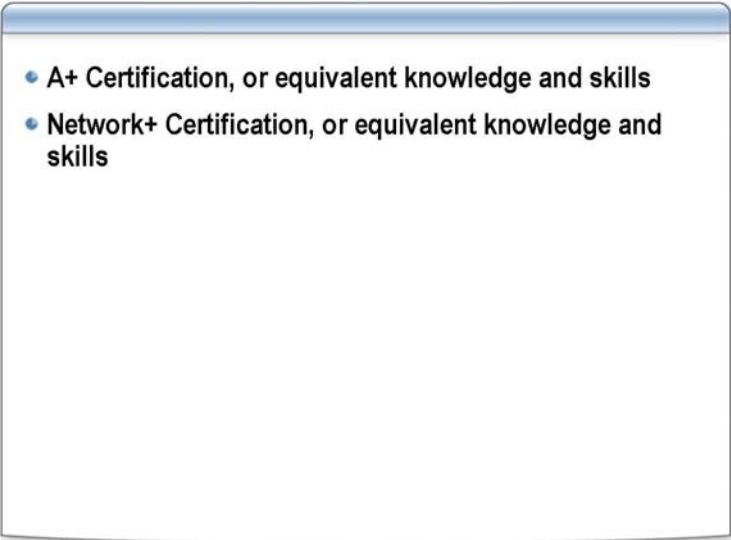
Additional Reading from Microsoft Press



Microsoft Windows Server™ 2003 books from Microsoft Press can help you do your job—from the planning and evaluation stages through deployment and ongoing support—with solid technical information to help you get the most out of the Windows Server 2003 key features and enhancements. The following titles supplement the skills taught in this course:

Title	ISBN
Microsoft® Windows Server™ 2003 Security Administrator's Companion	0-7356-1574-8
Microsoft® Windows Server™ 2003 Administrator's Companion	0-7356-1367-2
Microsoft® Windows Server™ 2003 Admin Pocket Consultant	0-7356-1354-0

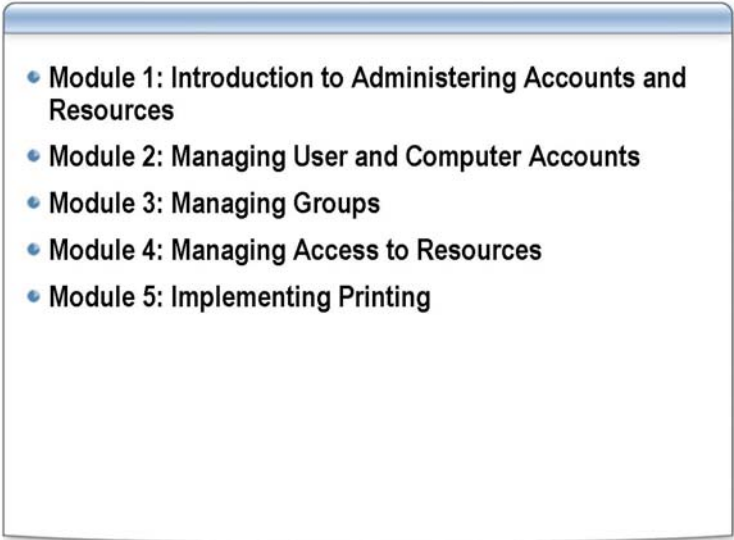
Prerequisites

- 
- **A+ Certification, or equivalent knowledge and skills**
 - **Network+ Certification, or equivalent knowledge and skills**

This course requires that you meet the following prerequisites:

- A+ Certification, or equivalent knowledge and skills
- Network+ Certification, or equivalent knowledge and skills

Course Outline

- 
- **Module 1: Introduction to Administering Accounts and Resources**
 - **Module 2: Managing User and Computer Accounts**
 - **Module 3: Managing Groups**
 - **Module 4: Managing Access to Resources**
 - **Module 5: Implementing Printing**

Unit 1:

Module 1, “Introduction to Administering Accounts and Resources,” introduces the Microsoft Windows™ Server 2003 family of operating systems and the tasks and tools for administering accounts and resources on computers running Windows Server 2003 in a networked environment.

Module 2, “Managing User and Computer Accounts,” explains how to create and modify user and computer accounts on computers running Windows Server 2003 in a networked environment.

Module 3, “Managing Groups,” explains how to use groups to simplify domain administration.

Module 4, “Managing Access to Resources,” explains how permissions enable resource access. You also learn how to manage access to files and folders by using NTFS permissions, manage access to files and folders by using special permissions, and manage permission inheritance.

Module 5, “Implementing Printing,” explains how to install, configure, and manage printers.

Course Outline *(continued)*

- 
- **Module 6: Managing Printing**
 - **Module 7: Managing Access to Objects in Organizational Units**
 - **Module 8: Implementing Group Policy**
 - **Module 9: Managing the User Environment by Using Group Policy**
 - **Module 10: Implementing Administrative Templates and Audit Policy**

Module 6, “Managing Printing,” explains how to set up a network-wide printing strategy to meet the needs of users and troubleshoot installation or configuration problems.

Module 7, “Managing Access to Objects in Organizational Units,” explains the permissions available for managing access to objects in Active Directory® directory service. You also learn how to move objects between organizational units in the same domain and delegate control of an organizational unit.

Module 8, “Implementing Group Policy,” explains the purpose and function of Group Policy in a Windows Server 2003 environment. It also explains how to implement and manage Group Policy objects (GPOs).

Module 9, “Managing the User Environment by Using Group Policy,” explains how to use Group Policy to configure Folder Redirection, Microsoft Internet Explorer connectivity, and the desktop.

Module 10, “Implementing Administrative Templates and Audit Policy,” explains how to manage security in an Active Directory domain and how to audit events to ensure the effectiveness of a security strategy.

Course Outline *(continued)*

- 
- Module 1: Preparing to Administer a Server
 - Module 2: Preparing to Monitor Server Performance
 - Module 3: Monitoring Server Performance
 - Module 4: Maintaining Device Drivers
 - Module 5: Managing Disks

Unit 2:

Module 1, “Preparing to Administer a Server,” describes the role of a systems administrator in performing server administration locally and remotely, which tools to use, and which permissions are required to administer a server. It also discusses how to administer remote connections and why that is an important aspect of systems administration. This module is the foundation for the rest of the course. After completing this module, you will be able to administer a server to manage all the systems administrator tasks that are discussed in the rest of the course.

Module 2, “Preparing to Monitor Server Performance,” is the first of two modules that discuss the concept of performance monitoring, performance objects, and counters, and explain how to create a baseline to compare server performance. After completing this module, you will be able to create a performance baseline.

Module 3, “Monitoring Server Performance,” discusses collecting performance data by monitoring the four primary server subsystems and their effect on server performance. It also covers how to identify system bottlenecks by using the Performance console and Task Manager in Microsoft Windows Server 2003. After completing this module, you will be able to monitor server performance.

Module 4, “Maintaining Device Drivers,” provides information about device drivers and how they are used with the Windows Server 2003 operating system. This module covers in detail the configuration of device drivers and describes how to use device drivers to prevent startup and stop problems. After completing this module, you will be able to maintain device drivers.

Module 5, “Managing Disks,” discusses partitions, describes how to create and use partitions, explains the differences between basic and dynamic disks, and explains how to use each disk type. This module explains how to use Disk Management and a new command-line tool, DiskPart, to manage your disks. This module also covers in detail how to manage volumes. After completing this module, you will be able to manage disks.

Course Outline *(continued)*

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- **Module 6: Managing Data Storage**
 - **Module 7: Managing Disaster Recovery**
 - **Module 8: Maintaining Software by Using Software Update Services**
 - **Self-Study: Managing Fault Tolerant Disks**

Module 6, “Managing Data Storage,” discusses file and folder compression and describes how to use it to manage the data that is stored on your network storage devices. This module also covers Encrypting File System, which is a method that helps to make files and folders secure from intruders to your systems. This module also describes disk quotas and explains how a systems administrator uses this tool. After completing this module, you will be able to manage data storage.

Module 7, “Managing Disaster Recovery,” provides information about disaster recovery methods. This module explains how to use tools to back up and restore the data that is critical to your systems and describes the tools that you can use to start a server if it cannot be started normally. After completing this module, you will be able to manage disaster recovery.

Module 8, “Maintaining Software by Using Software Update Services,” explains what Software Update Services is, how it works, and how it can help keep networks up-to-date with the latest service packs that are available from Microsoft. After completing this module, you will be able to maintain software by using Software Update Services.

2274 Appendixes

Appendix A, “Differences Between the Microsoft Windows 2000 Server Family and the Microsoft Windows Server 2003 Family”, explains the differences between the operating systems in the context of the tasks in each module. This appendix is provided for students who are familiar with Microsoft Windows® 2000 Server.

Appendix B, “References for Exam Preparation”, provides references for further study for Exam 70-290, *Managing and Maintaining a Microsoft Windows Server 2003 Environment*.

Appendix C, “Administering Microsoft Windows Server 2003 by Using Scripts”, provides information on using scripts to perform the administration tasks taught in Unit 1 of this course.

2275 Appendixes

Appendix A, “Differences Between Microsoft Windows 2000 Server and Microsoft Windows Server 2003,” explains the differences between the operating systems in the context of the tasks in each module. This appendix is provided for students who are familiar with Windows 2000 Server.

Appendix B, “References for Exam Preparation,” provides references for further study for Exam 70-290: *Managing and Maintaining a Microsoft Windows Server 2003 Environment*.

Appendix C, “Administering Microsoft Windows Server 2003 by Using Scripts,” provides information about using scripts to perform the administration tasks taught in this course.

Appendix D, “Partition Styles,” provides information about the way that information about the partition is stored.

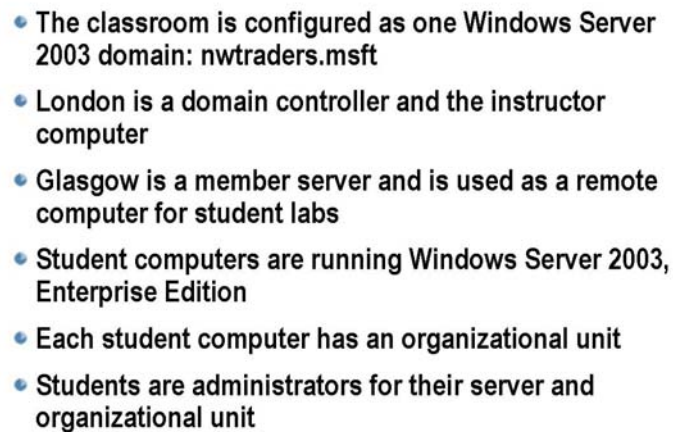
Self-Study (Appendix E), “Managing Fault-Tolerant Disks,” explains the types of fault-tolerant disks and how they are used. This lesson also describes how to implement each type of fault-tolerant disk. After completing this lesson, you will be able to manage fault-tolerant disks.

Appendix F, “Foreign Disks Volume Status in Disk Management,” describes the types of status that an administrator can encounter when working with foreign disks.

Appendix G, “Using Dynamic Disks,” provides more information about tasks that can be performed only on dynamic disks, and describes which operating systems cannot start on dynamic disks.

Appendix H, “Which Recovery Tool Do I Use?” is a job aid that describes which disaster recovery tool or tools to use to recover lost data.

Setup

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- The classroom is configured as one Windows Server 2003 domain: nwtraders.msft
 - London is a domain controller and the instructor computer
 - Glasgow is a member server and is used as a remote computer for student labs
 - Student computers are running Windows Server 2003, Enterprise Edition
 - Each student computer has an organizational unit
 - Students are administrators for their server and organizational unit

Course files

There are files associated with the labs and practices in this course. The lab files for Unit 1 are located in the C:\MOC\2274 folder on the student computers. The lab files for Unit 2 are located in the C:\MOC\2275 folder on the student computers.

Classroom setup

The classroom configuration consists of one domain controller and multiple student computers. Each computer is running Windows Server 2003, Enterprise Edition.

The name of the domain is nwtraders.msft. It is named after Northwind Traders, a fictitious company that has offices worldwide. The names of the computers correspond with the names of the cities where the fictitious offices are located.

The instructor has two computers: the domain controller, which is named London, and the a member server called Glasgow. The student computers are named after various cities, such as Acapulco, Bonn, and Casablanca. The name of each computer corresponds with an organizational unit of the same name. For example, the Acapulco computer is part of the Acapulco organizational unit.

The domain has been prepopulated with users, groups, and computer accounts for each administrator to manage.

Microsoft Official Curriculum



Introduction

Microsoft Training and Certification develops Microsoft Official Curriculum (MOC), including MSDN® Training, for computer professionals who design, develop, support, implement, or manage solutions by using Microsoft products and technologies. These courses provide comprehensive skills-based training in instructor-led and online formats.

Additional recommended courses

Each course relates in some way to another course. A related course may be a prerequisite, a follow-up course in a recommended series, or a course that offers additional training.

It is recommended that you take the following courses in this order:

- Course 2274 *Managing a Microsoft Windows Server 2003 Environment*
- Course 2275, *Maintaining a Microsoft Windows Server 2003 Environment*
- Course 2276, *Implementing a Microsoft Windows Server 2003 Network Infrastructure: Network Hosts*
- Course 2277, *Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 Network Infrastructure: Network Services*
- Course 2278, *Planning and Maintaining a Microsoft Windows Server 2003 Network Infrastructure*
- Course 2279, *Planning, Implementing, and Maintaining a Microsoft Windows Server 2003 Active Directory Infrastructure*


Other related courses may become available in the future, so for up-to-date information about recommended courses, visit the Training and Certification Web site.

Microsoft Training and Certification information

For more information, visit the Microsoft Training and Certification Web site at <http://www.microsoft.com/traincert/>.

Microsoft Certified Professional Program

Exam number and title	Core exam for the following track	Elective exam for the following track
70-290: <i>Managing and Maintaining a Microsoft Windows Server 2003 Environment</i>	MCSA	n/a



<http://www.microsoft.com/traincert/>

Introduction

Microsoft Training and Certification offers a variety of certification credentials for developers and IT professionals. The Microsoft Certified Professional program is the leading certification program for validating your experience and skills, keeping you competitive in today's changing business environment.

Related certification exams

This course, in combination with Course 2275, *Maintaining a Microsoft Windows Server 2003 Environment*, helps students to prepare for Exam 70-290: *Managing and Maintaining a Microsoft Windows Server 2003 Environment*. To prepare for the exam, you should complete both courses and study Course 2274, Appendix B, "References for Exam Preparation", on the Student Materials Web page.

Exam 70-290 is a core exam for the Microsoft Certified Systems Administrator certification.

MCP certifications

The Microsoft Certified Professional program includes the following certifications.

■ MCSA on Microsoft Windows Server 2003

The Microsoft Certified Systems Administrator (MCSA) certification is designed for professionals who implement, manage, and troubleshoot existing network and system environments based on Microsoft Windows 2000 platforms, including the Windows Server 2003 family. Implementation responsibilities include installing and configuring parts of the systems. Management responsibilities include administering and supporting the systems.

■ MCSE on Microsoft Windows Server 2003

The Microsoft Certified Systems Engineer (MCSE) credential is the premier certification for professionals who analyze the business requirements and design and implement the infrastructure for business solutions based on the Microsoft Windows 2000 platform and Microsoft server software, including the Windows Server 2003 family. Implementation responsibilities include installing, configuring, and troubleshooting network systems.

- **MCAD**

The Microsoft Certified Application Developer (MCAD) for Microsoft .NET credential is appropriate for professionals who use Microsoft technologies to develop and maintain department-level applications, components, Web or desktop clients, or back-end data services or work in teams developing enterprise applications. The credential covers job tasks ranging from developing to deploying and maintaining these solutions.

- **MCSD**

The Microsoft Certified Solution Developer (MCSD) credential is the premier certification for professionals who design and develop leading-edge business solutions with Microsoft development tools, technologies, platforms, and the Microsoft Windows DNA architecture. The types of applications MCSDs can develop include desktop applications and multi-user, Web-based, N-tier, and transaction-based applications. The credential covers job tasks ranging from analyzing business requirements to maintaining solutions.

- **MCDBA on Microsoft SQL Server™ 2000**

The Microsoft Certified Database Administrator (MCDBA) credential is the premier certification for professionals who implement and administer Microsoft SQL Server databases. The certification is appropriate for individuals who derive physical database designs, develop logical data models, create physical databases, create data services by using Transact-SQL, manage and maintain databases, configure and manage security, monitor and optimize databases, and install and configure SQL Server.

- **MCP**

The Microsoft Certified Professional (MCP) credential is for individuals who have the skills to successfully implement a Microsoft product or technology as part of a business solution in an organization. Hands-on experience with the product is necessary to successfully achieve certification.

- **MCT**

Microsoft Certified Trainers (MCTs) demonstrate the instructional and technical skills that qualify them to deliver Microsoft Official Curriculum through Microsoft Certified Technical Education Centers (Microsoft CTECs).

Certification requirements

The certification requirements differ for each certification category and are specific to the products and job functions addressed by the certification. To become a Microsoft Certified Professional, you must pass rigorous certification exams that provide a valid and reliable measure of technical proficiency and expertise.

For More Information See the Microsoft Training and Certification Web site at <http://www.microsoft.com/traincert/>.

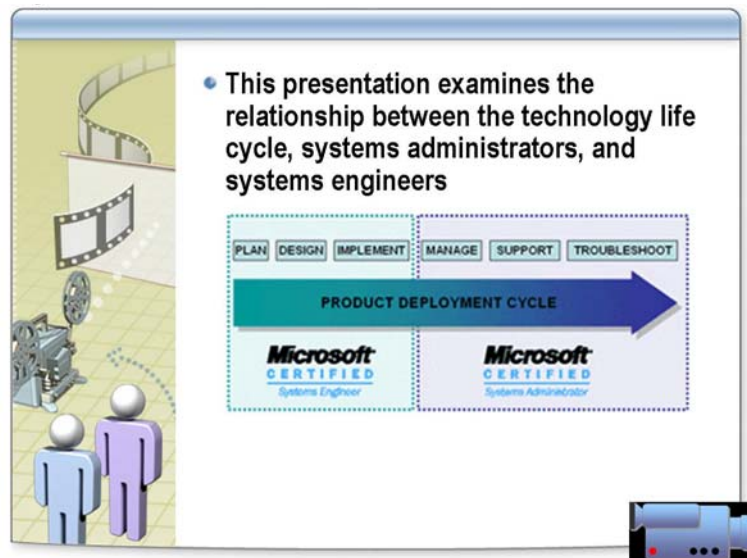
You can also send e-mail to mcphelp@microsoft.com if you have specific certification questions.

Acquiring the skills tested by an MCP exam

Microsoft Official Curriculum (MOC) and MSDN Training can help you develop the skills that you need to do your job. They also complement the experience that you gain while working with Microsoft products and technologies. However, no one-to-one correlation exists between MOC and MSDN Training courses and MCP exams. Microsoft does not expect or intend for the courses to be the sole preparation method for passing MCP exams. Practical product knowledge and experience is also necessary to pass the MCP exams.

To help prepare for the MCP exams, use the preparation guides that are available for each exam. Each Exam Preparation Guide contains exam-specific information, such as a list of the topics on which you will be tested. These guides are available on the Microsoft Training and Certification Web site at <http://www.microsoft.com/traincert/>.

Multimedia: Job Roles in Today's Information Systems Environment



File location

To view the *Job Roles in Today's Information Systems Environment* presentation, open the Web page on the Student Materials compact disc, click **Multimedia**, and then click the title of the presentation. Do not open this presentation unless your instructor tells you to.

Facilities



