​​​​​​​​​​CpS 201 - Information Technology I

Fall 2020

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| ​Instructor: Dr. Alan Hughes | **Instructor:** | Dr. Alan Hughes |
| **Office:** | AL76  Alternatively, MB2 (CS Lab) |
| **Office Hours:** | M-F 10am electronic, by appointment (or in person in CS lab) |
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Course Description:

Introduction to fundamental information technology concepts and troubleshooting. Problem solving regarding installation and configuration of operating systems and common software applications with a focus on the Windows platform.

Course Reading(s):

Articles as assigned.

**Microsoft Specialist Guide to Microsoft Windows 10 (Exam 70-697, Configuring Windows Devices) , 1st Edition**

Byron Wright; Leon Plesniarski  
ISBN-10: 1-285-86857-9  
ISBN-13: 978-1-285-86857-8



Context:

The faculty of the Computer Science department has aligned the computer science program with the goals of the Mathematical Sciences Division, BJU Bible and liberal arts core objectives, and the BJU institutional goals. The goal of the Computer Science department is to align all courses in the Computer Science and Information Technology majors to support one or more of the following departmental goals. An asterisk indicates a specific goal fulfilled by this course.

1. Design and implement solutions to practical problems. \*
2. Use appropriate technology as a tool to solve problems in various domains. \*
3. Create efficient solutions at the appropriate abstraction level.
4. Demonstrate an ability to work effectively in teams. \*
5. Demonstrate an ability to communicate technological information effectively both in written and oral forms. \*
6. Demonstrate an ability to acquire new knowledge in the computing discipline. \*
7. Demonstrate an understanding of social, professional and ethical considerations related to computing.
8. Demonstrate understanding of fundamental concepts in the student's discipline. \*
9. Prepare students for graduate school or to secure employment in a related area. \*

Course Goals:

1. Design and implement solutions to practical problems.
2. Demonstrate an ability to work effectively in teams.
3. Demonstrate an ability to communicate technological information effectively both in written and oral forms.
4. Demonstrate an ability to acquire new knowledge in the computing discipline.
5. Demonstrate understanding of fundamental concepts in the discipline
6. Provide the student a platform for continued learning and development of his or her God-given abilities.
7. Instill in the student a desire to use his abilities in service to Christ.

Learning Objectives:

At the end of the course, students should be able to:

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| **Learning Objective** | **Assessment Tools** |
| Install, configure, and understand the operational details of Microsoft Windows | Lab Projects; Quizzes; Tests |
| Demonstrate the ability to troubleshoot user problems and selected Windows Operating System and application problems. | Lab Projects; Quizzes; Tests |
| Set up a SOHO network. | Lab Projects; Quizzes |
| Effectively use workstation virtualization. | Lab Projects; Quizzes |

Course Policies:

Qualifications

CpS 201 has no prerequisites.

Absences, lateness, and makeup opportunities

1. The overarching guide for class attendance is the [BJU Class Attendance Policy](http://home.bju.edu/life/policies/class-attendance-policy.php).
2. For planned absences, please email me one week in advance.
3. Written assignments should be submitted before your planned absence.
4. Scheduled tests and quizzes should be taken before your planned absence; please contact me to make arrangements for doing so.
5. For absences due to incapacitating illness or emergency, you should contact me as soon as you are able to return to class in order to make arrangements for making up any graded work without penalty.
6. In other circumstances, tests and quizzes may be made up within one week of your return, with a 10 percent grade penalty for that test or quiz.
7. Leaving class early without prior arrangement will constitute an absence.

Late Work

1. Assignments must be submitted using the electronic submission system before midnight on the day due.
2. The use of the submission system will be explained during the first week of class.
3. Only work missed for legitimate reasons may be made up without penalty.  Legitimate reasons include illness, a death in the family, or a BJU sanctioned tour. **Missed quizzes due to forgetting will not be made up.**
4. You must make up late work according to the number of days missed - that is, missing one day of class gives you one extra day to turn in your work.
5. Any other late work will receive a 20% grade penalty.
6. All late work must be made up within one week in order to receive a non-zero grade.

Grade appeals

1. Grading appeals must be made by email only no later than one week after the grade was assigned.
2. Appeals will be automatically denied if the student attempts to make the appeal verbally.
3. Email grading appeals should be made respectfully and logically (My grade should be increased because.....).

Academic Integrity

1. The overarching guide for academic integrity is the [BJU Academic Integrity Policy](http://home.bju.edu/academics/integrity.pdf).
2. Cheating on assignments and tests is a form of deception and stealing, and as such, is prohibited   
   by Scripture and will incur academic penalties.
3. All work is to be done individually unless Mr. Hughes gives permission for group work.
4. In general students are encouraged to assist one another in the lab environment, *but must exercise care when seeking assistance while completing labs*.
5. **The goal is for each student to become familiar with Windows Administration, and be able to work effectively on his or her own. Therefore, please do not copy work from another person, as this constitutes cheating.**

Class Participation

1. Compliance with student handbook policies is expected during class.
2. Class participation grades are based upon actively participating in lecture class discussions, working diligently on course assignments in lab classes and being respectful to the rest of the class and the instructor.
3. Class participation grade will include in-class assignments throughout the semester that will be individually graded.
4. Playing games, electronic messages, working on other subjects, etc. is a demonstration of disrespect for both the instructor and other students, and is not allowed during lecture and lab classes.

Instructor Help outside of class

You are encouraged to use **email** or the telephone to ask Dr. Hughes for assistance.

Copyright Policy

Copyright 2009-2020, Alan Hughes, as to this syllabus and all lectures. Students are prohibited from selling (or being paid for taking) notes during the course to, or by any person, or commercial firm without the express written permission of the professor teaching the course.

Coronavirus Disclaimer

Changing conditions due to coronavirus or other health situations may make changes to the schedule and/or delivery method necessary. In any such event, students will be apprised of the situation and directions for continuing/finishing the course.

Schedule (may be modified as necessary during semester)

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| --- | --- | --- | --- |
| **Date** | **Day** | **Class Topic​** | **Assignment** **Due** |
| **Week 1** |  |  |  |
| Aug 19 | W | Introduction, Syllabus | Read Syllabus; Chapter 1 |
| Aug 20 | Th | Lab - Introduction to Windows 10 | ​Chapter 1; Quiz 1 |
| Aug 21 | F | Introduction to Windows 10​ | Chapter 1 |
| **Week 2** |  |  |  |
| Aug 24 | M | Installing Windows 10 | Chapter 2;Lab1 |
| Aug 26 | W | Installing Windows 10 | ​Chapter 2; Quiz 2 |
| Aug 27 | Th | Lab - Windows 10 Installation | ​Chapter 2 |
| Aug 28 | F | Installing Windows 10 | ​Chapter 2 |
| **Week 3** |  |  |  |
| Aug 31 | M | Using the System Utilities Introduce Windows Research Paper | Chapter 3; Lab 2; Quiz 3 |
| Sep 2 | W | Using the System Utilities | ​Chapter 3 |
| Sep 3 | Th | Lab - Using they System Utilities | ​Chapter 3; Quiz 3 |
| Sep 4 | F | Using the System Utilities | Quiz 1 - Chapters 1-3​ |
| **Week 4** |  |  |  |
| Sep 7 | M | Managing Disks and File Systems | Chapter 4; Lab 3; Quiz 4 |
| Sep 9 | W | Managing Disks and File Systems | Chapter 4 |
| Sep 10 | Th | Lab - Managing Disks and File Systems | Chapter 4 |
| Sep 11 | F | Managing Disks and File Systems | ​Chapter 4 |
| **Week 5** |  |  |  |
| Sep 14 | M | User Management | Chapter 5; Lab 4; Quiz 5 |
| Sep 16 | W | User Management | Windows Research Paper |
| Sep 17 | Th | Lab – User Management | Quiz 2 - Chapters 4-6 |
| Sep 18 | F | User Management | Chapter 5 |
| **Week 6** |  |  |  |
| Sep 21 | M | Windows 10 Security Features | Chapter 6; Lab 5; Quiz 6 |
| Sep 23 | W | Windows 10 Security Features​ | Chapter 6 |
| Sep 24 | Th | **Lab Test 1** | **Lab Test 1 - Chapters 1-6** |
| Sep 25 | F | **Test 1** | **Test 1 - Chapters 1-6** |
| **Week 7** |  |  |  |
| Sep 28 | M | Networking | Chapter 7; Lab 6; Quiz 7 |
| Sep 30 | W | Networking | Chapter 7 |
| Oct 1 | Th | Lab – Networking | Chapter 7 |
| Oct 2 | F | Networking | ​Chapter 7 |
| **Week 8** |  |  |  |
| Oct 5 | M | User Productivity Tools | Chapter 8; Lab 7; Quiz 8 |
| Oct 7 | W | User Productivity Tools | Chapter 8 |
| Oct 8 | Th | Lab - User Productivity Tools | ​Chapter 8 |
| Oct 9 | F | User Productivity Tools | Chapter 8; |
| **Week 9** |  |  |  |
| Oct 12 | M | Windows 10 Application Support | Chapter 9; Lab 8; Quiz 9 |
| Oct 14 | W | Windows 10 Application Support | Chapter 9 |
| Oct 15 | Th | **Day of Rest** | Chapter 9 |
| Oct 16 | F | Windows 10 Application Support | ​Chapter 9 |
| **Week 10** |  |  |  |
| Oct 19 | M | Performance Tuning and System Recovery | Chapter 10; Lab 9; Quiz 10 |
| Oct 21 | W | Performance Tuning and System Recovery | Chapter 10 |
| Oct 22 | Th | Lab - Perf Tuning and Sys Recovery | ​Chapter 10 |
| Oct 23 | F | Performance Tuning and System Recovery | Chapter 10 |
| **Week 11** |  |  |  |
| Oct 26 | M | Device Management | Chapter 11; Lab 10; Quiz 11 |
| Oct 28 | W | Device Management | Chapter 11 |
| Oct 29 | Th | Lab - Device Management | Chapter 11 |
| Oct 30 | F | **Test 2 - Chapters 7-11** | **​Test 2** |
| **Week 12** |  |  |  |
| Nov 2 | M | Client Hyper-V | Chapter 12; Lab 11; Quiz 12 |
| Nov 4 | W | Client Hyper-V | Chapter 12 |
| Nov 5 | Th | Lab; Client Hyper-V | ​Chapter 12 |
| Nov 6 | F | Client Hyper-V | Chapter 12 |
| **Week 13** |  |  |  |
| Nov 9 | M | Enterprise Computing | Chapter 13; Lab 12; Quiz 13 |
| Nov 11 | W | Enterprise Computing | Chapter 13 |
| Nov 12 | Th | Lab - Enterprise Computing | Chapter 13 |
| Nov 13 | F | Enterprise Computing | Chapter 13 |
| **Week 14** |  |  |  |
| Nov 16 | M | Remote Access and Client Support | Chapter 14; Lab 13; Quiz 14 |
| Nov 18 | W | **Day of Rest** | ​ |
| Nov 19 | Th | **Lab Test 2** | **Chapters 7-14** |
| Nov 20 | F | **Test 2** |  |
| **Week 16** |  |  |  |
| Nov 21 | Sat | **Final Exam – 12:30-1:40pm** | **Comprehensive** |

Grading

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| --- | --- | --- | --- |
| **#** | **Item** | **Pts.** | **Total** |
| 14 | Quizzes | 20 | 280 |
| 13 | Labs | 30 | 390 |
| 2 | Tests | 100 | 200 |
| 1 | Research Paper | 100 | 100 |
| ​2 | ​Lab Tests | ​100 | ​​200 |
| 1 | Final Exam | 200 | 200 |
|  | Participation (includes in-class exercises) | 100 | 100 |
| ​ | ​ | ​ | ​ |
| ​ | **TOTAL** | ​ | **1470** |

Scale

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| --- | --- |
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | < 60 |

