

Installing and Configuring the Windows 7 Operating System
Course 1820 CLIENT OPERATING SYSTEM

Worcester Technical High School
Telecommunications Department
Freshman Related Theory Q2-Q4

Course Description: This instructor-led course is intended for IT professionals who are interested in expanding their knowledge base and technical skills about Windows 7 Client. In this course, students learn how to install, upgrade, and migrate to Windows 7 client. Students then configure Windows 7 client for network connectivity, security, maintenance, and mobile computing.

This course will help the student prepare for the following Microsoft Certified Professional exam:

- MCTS: Windows 7, Configuration

Exam 70-680: TS: Windows 7, Configuring: counts as credit toward the following certification(s):

- MCITP: Enterprise Administrator

- MCITP: Enterprise Desktop Administrator 7

- MCITP: Enterprise Desktop Support Technician 7

This is the first course in the Microsoft Certified Desktop Support Technician (*MCSDT*) curriculum.

The course duration is one quarter, beginning in the student's freshman year.

Prerequisites

This course is intended for new entrants and career changers new to the IT industry.

They have experience using Microsoft Office and have basic Microsoft Windows have basic navigation skills.

The completion of this course requires the following:

Reading Age Level (RAL) of 13

Instructional Philosophy: This course requires extensive student reading, completion of written assignments and completion of hands-on laboratory projects. There will be a balance of lecture and demonstration throughout the course. The course is comprised of the following learning styles:

1. Weekly Module Reading Assignments
2. Daily Lectures Covering Module Material
3. Weekly Hands-On Lab Assignments Covering Module Material
4. Weekly Review Lectures
5. Weekly Test Assessments

The course presentation is designed to continually reinforce the material covered each week on approximately a module per week schedule. First there is a daily lecture

covering the material in the module and paced with the reading and homework assignments. Second, the students independently read the material as a first pass at self-learning the material. The Third re-enforcement is the completion of weekly hands-on laboratory assignments directly related to the module material. Typically 4 or 5 labs are completed for each module and each lab has a set of review questions used to evaluate the completion of the lab. The last re-enforcement is a comprehensive review of the material presented during the week and an open question and answer session to finalize the material learned. A final test assessment is completed the day following the review. The assessment for the course is a module test.

Course Goals

The goals of his instructor led course is to provide individuals who are new to Microsoft This course will focus on four main areas of the Windows 7 Operating System: installing, securing, networking, and browsing. By the end of the course, the student will have installed and configured a Windows 7 desktop that is secure, on the network, and ready for browsing. This is the first course in the Windows 7 curriculum and will serve as the entry point for other Windows 7 Technology Specialist courses.

Major Course Projects and Assignments

After completing this course, students will be able to:

- Perform a clean installation of Windows 7, upgrade to Windows 7, and migrate user-related data and settings from an earlier version of Windows.
- Configure disks, partitions, volumes, and device drivers to enable a Windows 7 client computer.
- Configure file access and printers on a Windows 7 client computer.
- Configure network connectivity on a Windows 7 client computer.
- Configure wireless network connectivity on a Windows 7 client computer.
- Secure Windows 7 client desktop computers.
- Optimize and maintain the performance and reliability of a Windows 7 client computer.
- Configure mobile computing and remote access settings for a Windows 7 client computer.

1. Technical Performance Projects. Module Laboratory Assignments will be completed throughout the duration of the course:

2. Applied Academics Projects. For each of the modules, the student's will be responsible for reading the Module and completing reading assignments. Daily lectures, a weekly review and a test are completed to finalize the material in each module. Completing course 2261 is an important step toward achieving MSCDT certification.

3. Problem Solving Projects. The student's will develop and practice their problem solving skills by supporting the computers throughout the school. The various problems and issues that are presented serves as an effective means for the students to develop broad-based, practical troubleshooting skills required to tackle any networking issue.

Time will be scheduled on a daily basis for the students to work on completing trouble tickets.

Course Assessment Plan

Performance Standards: Grades for the course will be based on the following levels of performance:

Grade Performance Standard

A Independent Learner

Did research, designed and planned; applied academic skills; evaluated work and made adjustments; did quality work; needed little help from the teacher; sought and found resources independently; displayed a positive attitude; demonstrated knowledge with a grade of 90 or higher.

B Semi-Independent Learner

Did research, designed and planned; needed some help from the teacher; did quality work with a few flaws; needed feedback from the teacher to realize work could use improvement; redid work to meet standards; displayed a generally positive attitude; demonstrated knowledge with a grade of 80 or higher.

C Dependent Learner

Needed help to research, design and plan or had to be given a plan; relied a great deal on the teacher; had to be given procedures for performing tasks; required significant help to produce a quality product; needed help to evaluate a product; final product still did not meet standards; attitude displayed could use improvement; demonstrated knowledge with a grade of 70 or higher.

D Highly Dependent Learner

Needed significant help to research, design and plan or had to be given a plan; relied a solely on the teacher; had to be given procedures for performing tasks; could not produce a quality product independently; needed help to evaluate a product; final product still did not meet standards; poor attitude; demonstrated knowledge with a grade of 65 or higher.

F Failure

Did not complete assignments; if assignments were completed, they were of such low quality that they did not pass; failed to follow procedures; did not show criteria for determining quality; behavioral problem; scored less than 65 on knowledge tests; produced a poor or no portfolio.

Assessment Description	Percent of Grade
Laboratory Assignments	40
Tests	40
Homework (Module Review Questions)	20

Tests will be scheduled on the assessment server each week with appropriate time limits. It is the student's responsibility to take, or in some cases re-take, scheduled tests.

The instructor reserves the right to change any portion of this syllabus at any time.