

Course Syllabus

Course Number and Name: NET 282 Storage Area Networking (SAN)

Semester: Fall 2016

Classroom & Class Time: Room 111, W 4:30-7:30 p.m.

Instructor Information

Name: Barry Eichelberger

Phone : 563.556.5110 X251

Email Address: eichelbergerb@nicc.edu

Office Location: Room 127 – Peosta Campus

Office Hours: T-Th 10a.m – 12:30 p.m.

Communication: All communication with the instructor outside of class should be done via e-mail to the instructor's college e-mail address. The student should expect a response within 24 hrs. during the school week. Responses are not guaranteed on weekends.

Course Information

Course Description This course focuses on storage technologies and protocols for Storage Area Networking (SAN). Storage Area Networks are the foundation for Virtualization, Data Centers and Cloud Computing. Students will be provided access to SAN hardware components and will construct SANs, networks and servers for a variety of network applications.

Primary Common Learning Outcome Assessed Apply knowledge and skills to life.

Unit One Objectives.

At the end of this unit, the student will be able to:

- 9.1.1 List the types of storage devices.
- 9.1.2 Compare DAS, NAS, Content Addressable and SAN storage methods.
- 9.1.3 Explain the data access types block level and file level.
- 9.1.4 List and explain object and content addressable data access types.
- 9.1.5 Summarize the factors causing the growing need for storage.
- 9.1.6 List the benefits of using SANs.
- 9.2 Unit Two Objectives.

At the end of this unit, the student will be able to:

- 9.2.1 Describe the functons of the SAN Host.
- 9.2.2 List the different Host Bus Adapter (HBA) types.
- 9.2.3 Define media flexibility of physical interfaces.
- 9.2.4 List advantages and disadvantages of the differnet types of cabling.



- 9.2.4 Summarize the role of the Switch in a SAN.
- 9.2.5 Summarize the role of the Router in a SAN.
- 9.2.6 List the types of SAN Storage in legacy and modern SANs.
- 9.3 Unit Three Objectives.

At the end of this unit, the student will be able to:

- 9.3.1 List common rotational speeds for disk storage devices.
- 9.3.2 Summarize disk addressing using CHS.
- 9.3.3 Summarize disk addressing using LBA.
- 9.3.4 Compare LBA and CHS addressing.
- 9.3.5 List disk interface types and identify types commonly used in SANs.
- 9.4 Unit Four Objectives.

At the end of this unit, the student will be able to:

- 9.4.1 Describe the characteristics of tape storage.
- 9.4.2 Write an opinion on whether tape storage has a role in modern storage solutions.
- 9.4.3 Describe an application suited for using WORM.
- 9.4.4 Summarize the devices available for Optical backup.
- 9.4.5 Explain why Flash Device backup increases performance over other methods.
- 9.4.6 Make a table of backup methods, identifying advantages and disadvantages of each.
- 9.5 Unit Five Objectives.

At the end of this unit, the student will be able to:

- 9.5.1 Explain where a JBOD storage array would be used.
- 9.5.2 List the three locations where RAID could be performed.
- 9.5.3 List and define terms associated with RAID storage.
- 9.5.4 List and describe common RAID levels.
- 9.5.5 Summarize a vender's support for RAID.
- 9.5.6 Rate the RAID levels based on capacity.
- 9.5.7 Rate the RAID levels based on performance.
- 9.5.8 Summarize the effect of rebuild time for a failed drive.
- 9.5.9 Utilizing COTS equipment, diagram connectivity from Host Server to RAID Device.
- 9.6 Unit Six Objectives.

At the end of this unit, the student will be able to:

- 9.6.1 List and define terms associated with iSCSI.
- 9.6.2 Diagram an ethernet frame encapsulating the iSCSI PDU.
- 9.6.3 Show the TCP/IP layer model with the added iSCSI Initiator layers.
- 9.6.4 Show the TCP/IP layer model with the added iSCSI Target layers.
- 9.6.5 List advantages to using IP networking for storage connectivity.
- 9.6.6 Explain the difference between an iSCSI address, name and alias.
- 9.6.7 Give examples of valid iSCSI Initiator and Target names.
- 9.6.8 List the three things an iSCSI Initiator needs to initiate a session an iSCSI Target.
- 9.6.9 Identify the types of iSCSI traffic that require immediate delivery.



9.7 Unit Seven Objectives.

At the end of this unit, the student will be able to:

- 9.7.1 Provide a simplified definition for a Fiber Channel Network.
- 9.7.2 List common current speeds for Fiber Channel data transmission.
- 9.7.3 List the FC topologies.
- 9.7.4 Describe the FC node and FC node port.
- 9.7.5 Compare the FC protocol layers to the OSI model.
- 9.7.6 Compare the FC frame to the iSCSI frame.
- 9.7.7 List common Protocol Information Units used in FC exchanges.
- 9.7.8 Describe ways FC provides access control.
- 9.7.9 Describe the FC flow controls.
- 9.7.10 Explain the need for different classes of service in FC transport.
- 9.7.11 Describe the use of 24 bit address with different FC topologies.
- 9.8 Unit Eight Objectives.

At the end of this unit, the student will be able to:

- 9.8.1 Identify metrics to monitor storage.
- 9.8.2 Identify metrics to monitor networking.
- 9.8.3 Use a MIB utility to find OID values for identified metrics.
- 9.8.4 Use an application to graph identified metrics for SAN management.
- 9.8.5 Create a life cycle management plan for FRUs within a SAN.
- 9.9 Unit Nine Objectives.

At the end of this unit, the student will be able to:

- 9.9.1 Identify solutions to create redunancy for every single point of failure in a SAN.
- 9.9.2 Identify methods for ensuring data integrity for SANs.
- 9.9.3 Identify methods for access control for SANs.
- 9.9.4 Identify methods of data encryption for SANs.

Required Materials

Information and Storage Management, 2nd edition. John Wiley & Sons, Publisher

Methods of Assessment

Grade in class will be based on Participation in weekly discussions and lab activities.

Grading Scale and Procedures

Grading Scale and Procedures

•	92-100%	А	72-77%	С
•	90-92%	A-	70-71%	C-
٠	88-89%	B+	68-69%	D+
٠	82-87%	В	62-67%	D
•	80-81%	B-	60-61%	D-
٠	78-79%	C+	Below 60%	F
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Grades will be posted within one week of completion of assignment.



Methods of delivery

Lectures, Discussions, Demonstrations (e.g. video, computer instructional aids, software demonstrations by instructor

and students)

Course Calendar

08/24	Introduction to Storage.
08/31,09/07	SAN Components.
09/14,09/21	Disk Storage.
09/28,10/05	Removable Media Storage.
10/12,10/19	Modular Storage.
10/26,11/02	Ethernet and TCP/IP Fabric Switching.
11/09,11/16	Fiber Channel Fabric Switching.
11/03,12/07	Storage Management.
12/14	SAN Redundant and Secure Design.

Student Course Evaluation: Prior to course completion you will receive an email providing a link to

share your feedback.

Course Policies

Attendance/Participation: Students are expected to attend class regularly and participate in all class activities. Attendance will be taken at the beginning of each class period. Students not present when attendance is taken will be marked absent for that class period.

Academic Dishonesty: Academic honesty is a core principle of learning and scholarship. When you violate this principle, you cheat yourself of the confidence that comes from knowing you have mastered the targeted skills and knowledge.

All members of the learning community share an interest in protecting the value, integrity, and credibility of the outcomes of this learning experience. We also have the responsibility to censor behaviors that interfere with this effort. The following behaviors will be subject to disciplinary action:

1. *Plagiarism* - presenting someone else's words, ideas, or data as your own work.

2. *Fabrication* - using invented information or falsifying research or other findings.

3. *Cheating* - misleading others to believe you have mastered competencies or other learning outcomes that you have not mastered. Examples include, but are not limited to: Copying from another learner's work; Allowing another learner to copy from your work; Using resource materials or information to complete an assessment without permission from your instructor; Collaborating on an assessment (graded assignment or test) without permission from the instructor; Taking a test for someone else or permitting someone else to take a test for you.



4. *Academic Misconduct* - other academically dishonest acts such as tampering with grades, taking part in obtaining or distributing any part of an assessment, or selling or buying products such as papers, research, projects or other artifacts that document achievement of learning outcomes.

Any student found to be involved in any of the above behaviors will be subject to the following disciplinary action:

- 1. First offense: All students involved will receive zero credit for the assignment in question.
- 2. Additional offenses:
 - a. All students involved will receive zero credit for the course.

A notice of Academic Misconduct will be submitted to the Department Dean for inclusion in the students' permanent record.

Late Work: All assignments are due on the date/time posted in Xpress. Late work can only be submitted for credit by arrangement with the instructor.

Missing Assignments: All missing assignments will receive 0 points.

Makeup Testing: Makeup testing is only available by prior arrangement with the instructor.

Classroom Conduct

Cell Phone/Text Messaging Usage: Students will refrain from using their phones during class. Please put your phone on silent at the beginning of each class period.

Laptop Use: Is permitted.

Tape Recording: Is permitted with prior permission of the instructor.

Behavior: Students are responsible to know and follow the Student Conduct code as outlined in the College Catalog

Emergency Procedures: Emergency procedures are posted on a placard near the classroom door. Students should familiarize themselves with these procedures.

Disclaimer: The instructor reserves the right to modify the contents of this syllabus at any time for any reason.

Learning Center:

The NICC Learning Centers provide tutoring assistance free of charge to any student Monday through Friday. Students are encouraged to utilize the Learning Centers in Calmar, Peosta or Dubuque.

Accommodation Policy:

The Americans with Disabilities Act (ADA) provides protection from illegal discrimination for qualified students with disabilities. Northeast Iowa Community College is committed to the equal provision of education for all students. Any student who needs instructional accommodation is encouraged to contact



the Coordinator of Disability Services, Peosta Campus, at 563-556-5110 or 1-800-728-7367, ext. 280 or Calmar Campus, at 563-562-3263 or 1-800-728-2256, ext. 258.

Statement of Non-Discrimination

Northeast Iowa Community College prohibits discrimination in educational programs, employment, and activities on the basis of age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, disability, pregnancy or genetic information as required by the 1964 Civil Rights Act, Titles VI and VII; the 1972 Education Amendments, Title IX; the Age Discrimination in Employment Act of 1975 (ADEA); the Federal Rehabilitation Act of 1973, Section 504; the Americans with Disabilities Act (ADA) of 1990, Title II; Titles I and V; the Civil Rights Act of 1991, the Genetics Information Nondiscrimination Act of 2008 and the Iowa Code, Chapter 216.

It is also the policy of this District that the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and variety of careers, roles and lifestyles open to women as well as men in our society. One of the objectives of the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis of age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion or disability. The curriculum should foster respect and appreciation for cultural diversity found in our country and an awareness of the rights, duties and responsibilities of each individual as a member of a pluralistic society.

Inquiries and grievances regarding compliance with applicable state and federal laws may be directed to the executive director of human resources, P.O. Box 400, Calmar, Iowa 52132, or to the Director of the Iowa Civil Rights Commission, Des Moines, Iowa, or to the Director of the Region VII Office of Civil Rights, Department of Education, Kansas City, Missouri.



Course Syllabus

Course Number and Name: NET 285-81001 – Virtualization Semester: Spring 2017 Classroom & Class Time: Tuesday 17:00- 19:50 / PEOS L111

Instructor Information

Name: Patrice Caux Phone: EXT 218 Email Address: <u>cauxp@nicc.edu</u> Office Location: L128 Office Hours: Tuesday and Thursday 10 – 11AM or by appointment Communication: If you send an e-mail or leave a voicemail, expect a response within 24 hours

Course Information

Course Description: This course focuses on virtualization of computing machines for use in a data center and for cloud computing. Students will be provided access to data center hardware components and will construct, install, configure and manage host machines and storage to support virtualized operating systems.

Prerequisites: A minimum grade of C- in NET:282

Textbook: Hands-On Virtual Computing by Ted Simpson and Jason Novak

Course Objectives: The main goal of this course is to learn to implement virtualization configurations, based on requirements, to gain confidence working in a data center environment.

Upon completion of this course, the student will be able to perform tasks related to:

- Introduction to Virtualization.
- Virtual Machine Overview and Installation.
- Host Machines Overview and Installation.
- Installing an OS to a VM.
- VM Resource Management and Monitoring.
- VM Storage Management.
- VM Network Management.
- Copying a VM.
- Virtualization Management.

Units of Instruction: Introduction to Virtual Computing; Working with VMware Workstation; Working with VMware Server; Working with Microsoft Virtual PC 2007; Working with Microsoft Virtual Server 2005; Working with MS Hyper-V; Working with Virtual Networks; Disaster Recovery and High Availability; Security and Performance; Virtual Machine Manager.



Methods of Assessment:	Hands-on Final Final Exam Journals Labs Chapter Tests	25% 25% 10% 15% 15%
Grading Scale and Procedures:	93 - 100% = A 90 - 92% = A 88 - 89% = B+ 83 - 87% = B 78 - 79% = C+ 73 - 78% = C 68 - 69% = D+ 63 - 67% = D 00 - 59% = F	80 – 82% = B- 70 – 72% = C-

Methods of Delivery: Lectures, discussions, demonstrations (e.g. video, computer instructional aids, software/ hardware demonstrations by instructor)

Course Calendar: Available in Brightspace.

Course Policies

Attendance/Participation: Students are expected to be present each for lecture and lab activities. The instructor will report students with excessive absences for financial aid accountability.

Academic Dishonesty: Be prepared to defend your assignments orally. Discussion of labs is encouraged, but copying of labs is forbidden. Students turning in other's work as their own will receive zero points for the assignment. Continued plagiarism will result in failure of the course. All written assignments will be submitted to Turnitin.com for evaluation of potential plagiarized material.

Late Work: All assignments are due on the date specified in Express. Prior consent of instructor is required to receive credit for assignments turned in late

Missing Assignments: Zero points Makeup Testing: N/A

Classroom Conduct



Cell Phone/Text Messaging/Game Playing/Facebooking/ETC. Usage: Keep Phone off/silent, take calls outside of classroom. Texting during class is discouraged and should be used for emergencies. No Cell Phone access during exams. No using of personal or campus equipment to play games, Facebook or any other activities unless related to classwork. If student feels compelled to do so, instructor will ask student to engage in such activities outside of the classroom.

Laptop Use: Student discretion

Tape Recording: Student discretion

Behavior: Students are responsible to know college Conduct Policies/ Procedures in the Student Handbook.

Emergency Procedures: Review Orange "Quick Reference" Information posted in each classroom.

Disclaimer:

The schedule is a guide and subject to change.

Learning Center:

The NICC Learning Centers provide tutoring assistance free of charge to any student Monday through Friday. Students are encouraged to utilize the Learning Centers in Calmar, Peosta or Dubuque.

Accommodation Policy:

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Inquiries and grievances regarding compliance with applicable state and federal laws may be directed to the executive director of human resources, P.O. Box 400, Calmar, Iowa 52132, or to the Director of the Iowa Civil Rights Commission, Des Moines, Iowa, or to the Director of the Region VII Office of Civil Rights, Department of Education, Kansas City, Missouri.



Windows Server and Workstation Syllabus

Class:NET 318 -- 81001Semester:Fall 2017Classroom and Class Time:4:00PM - 6:00PM TTHStart and End Dates:8/21/2017 to 12/15/2017Academic Department:Career and Technical Education -- Peosta

Final: The final examination date and time will be announced generally by the fifth week of classes. I will announce the final examination date and time for this course on Brightspace once it is known. Do not plan your end of the semester travel plans until the final exam schedule is made public. It is your responsibility to know the date, time, and place of the final exam. Every class must have a final meeting during the established time frame. All classes are required to meet throughout their scheduled timeframe including the final exam date.

Instructor Information

Name: Patrice Caux

Phone: 563-556-5110 extension 218

Email: cauxp@nicc.edu

NICC email is the official means of communication, you should regularly check your email.

Office Location: 128

Office Hours: 3-4:30PM MW; 3-4PM TTH

Best method to contact instructor: EMAIL

NICC has a commitment to respond to student communication within 24 hours on a school day, and 48 hours on non-school days.

Course Information

Course Description

To provide students with conceptual as well as practical knowledge of Windows Server and Workstation. The course focuses on the use of hands-on experience in setting up a Windows network to apply and reinforce knowledge gained from the lectures, discussions, and readings.

Primary Common Learning Outcome Assessed: Apply knowledge and skills to life

Unit Objectives

Upon completion of this course, the student will be able to perform tasks related to:

- Introduction to the Microsoft Windows Server and Workstation Operating Systems.
- Installation and Configuration of Server and Client.
- Configuring and Troubleshooting Hardware Devices and Drivers.
- Managing, Monitoring, and Optimizing System Performance and Reliability.
- Managing, Configuring, and Troubleshooting Storage Use.
- Configuring and Troubleshooting Network Connections.
- Implementing, Monitoring, and Troubleshooting Security.

Required Materials: MCSA Guide to Installing and Configuring Microsoft Windows Server 2012/R2, Tomsho

Methods of Delivery: Face-to-face

Grading Procedures and Scale	Hands-On Final	20%
	Written Final Exam	20%
	Notes	20%
	Labs	20%
	Quizzes	20%

Grades for assignments will be posted into Brightspace within 48 hours of submission.

Grade	Grading Scale by Percent of Total Points <i>Ex. (94 -</i> <i>100%)</i>	Grading Scale by Points <i>Ex. (940 -</i> <i>1000+)</i>
А	93 – 100%	
A-	90 – 92%	
B+	88 – 89%	
В	83 – 87%	
B-	80 – 82%	
C+	78 – 79%	
С	73 – 78%	
C- (or P)	70 – 72%	
D+	68 - 69%	
D	63 – 67%	
D-	60 - 63%	

Course Calendar

Details of the course, deadlines, and organization can be found at the end of the syllabus.

Student Course Feedback

Prior to course completion you will receive an email providing a link to share your feedback. You are **EXPECTED** to complete the feedback form for each class.

Assessment

Northeast Iowa Community College is an institution dedicated to continuous instructional improvement as part of our assessment efforts. It is necessary for us to collect and analyze course level data. Data drawn from student work for the purposes of institutional assessment will be posted in aggregate and will not identify individual students. Your continued support in our ongoing effort to provide quality instructional services at NICC is appreciated.

Course Policies

Attendance/Academic Engagement

Students are expected to be present each for lecture and lab activities. Missed labs have to made up in order to make up the points. The instructor will report students with excessive absences for financial aid accountability.

Academic Dishonesty

Be prepared to defend your assignments orally. Discussion of labs is encouraged, but copying of labs is forbidden. Students turning in other's work as their own will receive zero points for the assignment. Continued plagiarism will result in failure of the course. All written assignments will be submitted to Turnitin.com for evaluation of potential plagiarized material.

For a detailed explanation of plagiarism, visit the Lib Guide on plagiarism at http://nicc.libguides.com/citingsources

Late Work

All assignments are due on the date specified in Brightspace. Prior consent of instructor is required (by email) to receive credit for assignments turned in late

Missing Assignments

ZERO points.

Makeup Testing

Prior consent of instructor is required to make a test.

Use of Technology in the Classroom

Cell Phone/Text Messaging Usage

Keep Phone off/silent, take calls outside of classroom. Texting during class is discouraged and should be used for emergencies. No Cell Phone access during exams.

Laptop Use Student discretion

Recording

Student discretion

Classroom Conduct

Behavior Students are responsible to know college Conduct Policies/ Procedures in the Student Handbook.

Emergency Procedures *Review Orange "Quick Reference" Information posted in each classroom.*

Additional Information

Disclaimer:

This syllabus and its course calendar are subject to change at any time.

Learning Center

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Access

Take advantage of the *ReadSpeaker Listen Button* to enhance understanding and comprehension of the materials in this and any syllabus within the content area. All of the materials posted in the content area of NICC Brightspace classrooms have a *Listen Button* to have the text highlighted and read for you. Listening to text read aloud is shown to improve reading comprehension. www.nicc.edu/readspeaker

ReadSpeaker for Brightspace by D2L 🔁 Listen 🔪 🕨 📕 💽 🖉 📣 🗱 🛨

Course Copyright

All course materials students receive or to which students have online access are protected by copyright laws. Students may use course materials and make copies for their own use as needed, but unauthorized distribution and/or uploading of materials without the instructor's express written permission is strictly prohibited. Students who engage in the unauthorized distribution of copyrighted materials may be held in violation of the College's Code of Conduct, and/or liable under Federal and State laws.

Netiquette

The term "Netiquette" refers to the etiquette guidelines for electronic communications, such as e-mail and bulletin board postings. Netiquette covers not only rules to maintain civility in discussions, but also special guidelines unique to the electronic nature of forum messages.

Accommodation Policy:

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education for all students. Any student who needs instructional accommodation is encouraged to contact the Coordinator of Disability Services, Peosta Campus, at 563-556-5110 or 1-800-728-7367, ext. 280 or Calmar Campus, at 563-562-3263 or 1-800-728-2256, ext. 258.

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Course Calendar

Due Date	Assignment	Lesson	Point Value	Program Learning Outcome	Common Learning
					Outcome
	Quiz, Labs and Notes	Chapters 1 and 2	20%	Students will be able to exemplify	Apply knowledge and
9/5/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Quiz, Labs and Notes	Chapters 3 and 4	20%	Students will be able to exemplify	Apply knowledge and
9/19/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Quiz, Labs and Notes	Chapters 5 and 6	20%	Students will be able to exemplify	Apply knowledge and
10/3/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Quiz, Labs and Notes	Chapters 7 and 8	20%	Students will be able to exemplify	Apply knowledge and
10/17/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Quiz, Labs and Notes	Chapters 9	20%	Students will be able to exemplify	Apply knowledge and
11/07/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Quiz, Labs and Notes	Chapter 10	20%	Students will be able to exemplify	Apply knowledge and
11/14/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Quiz, Labs and Notes	Chapter 11	20%	Students will be able to exemplify	Apply knowledge and
11/28/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Quiz, Labs and Notes	Chapter 12	20%	Students will be able to exemplify	Apply knowledge and
12/52017				essential systems administration skills	skills to life
				related to server operating systems.	
	Hands-On Final	Comprehensive	20%	Students will be able to exemplify	Apply knowledge and
12/7/2017				essential systems administration skills	skills to life
				related to server operating systems.	
	Hands-On Final	Comprehensive	20%	Students will be able to exemplify	Apply knowledge and
12/12/1/2017				essential systems administration skills	skills to life
				related to server operating systems.	



Course Syllabus

Course Number and Name: Net 453 - Unix Semester: Spring 2017 Classroom & Class Time: Tuesday and Thursday 12:00 – 1:55PM / PEOS L107A

Instructor Information

Name: Patrice Caux Phone: EXT 218 Email Address: cauxp@nicc.edu Office Location: L128 Office Hours: Tuesday and Thursday 10 – 11AM or by appointment Communication: If you send an e-mail or leave a voicemail, expect a response within 24 hours

Course Information

Course Description: This course is about using UNIX, a computer system that is used throughout the world and runs on virtually all types of computers. This course will teach the basic skills required to get started in UNIX: starting and stopping a work session, entering commands, and using the keyboard. The course also covers the use of the VI editor, sending and receiving messages, and creating, displaying, and manipulating directories and files. An introduction to configuring UNIX as a server and shell scripting is also covered.

Course Objectives: The main goal of this course is to instill in a student an ease and confidence in navigating the UNIX operating system and the motivation to continue learning in the UNIX environment.

Primary Common Learning Outcome Assessed: Communicate effectively

Required Materials: Textbook: Unix using Linux 5th edition

Methods of Assessment:	Chapter projects Chapter Tests Journals Hands-on Project	20% of the total grade; 20% of the total grade; 10% of the total grade; 25% of the total grade;	
Grading Scale and Procedures:	Written Final Exam 93 - 100% = A 90 - 92% = A- 88 - 89% = B+ 83 - 87% = B 80 - 82% = B- 78 - 79% = C+ 73 - 78% = C 70 - 72% = C- 68 - 69% = D+ 63 - 67% = D 60 - 63% = D- 00 - 59% = F	25% of the total grade.	

Methods of Delivery: Lectures, discussions, and hands-on lab projects



Course Calendar: Available in BrightSpace.

Course Policies

Attendance/Participation: Students are expected to be present each for lecture and lab activities. The instructor will report students with excessive absences for financial aid accountability.

Academic Dishonesty: Be prepared to defend your assignments orally. Discussion of labs is encouraged, but copying of labs is forbidden. Students turning in other's work as their own will receive zero points for the assignment. Continued plagiarism will result in failure of the course. All written assignments will be submitted to Turnitin.com for evaluation of potential plagiarized material.

Late Work: All assignments are due on the date specified in Express. Prior consent of instructor is required to receive credit for assignments turned in late

Missing Assignments: Zero points

Makeup Testing: <u>Prior</u> consent of instructor is required!!! Otherwise it's a Zero on the test.

Classroom Conduct

Cell Phone/Text Messaging/Game Playing/Facebooking/ETC. Usage: Keep Phone off/silent, take calls outside of classroom. Texting during class is discouraged and should be used for emergencies. No Cell Phone access during exams. No using of personal or campus equipment to play games, Facebook or any other activities unless related to classwork. If student feels compelled to do so, instructor will ask student to engage in such activities outside of the classroom.

Laptop Use: Student discretion Tape Recording: Student discretion

Behavior: Students are responsible to know college Conduct Policies/ Procedures in the Student Handbook.

Emergency Procedures: Review Orange "Quick Reference" Information posted in each classroom.

Disclaimer: The instructor reserves the right to make changes to this syllabus at any time during the semester. Due to illness/death in family, weather conditions, power outages, etc., the course calendar is a guide for activities and subject to change.



Learning Center:

The NICC Learning Centers provide tutoring assistance free of charge to any student Monday through Friday. Students are encouraged to utilize the Learning Centers in Calmar, Peosta or Dubuque.

Accommodation Policy:

The Americans with Disabilities Act (ADA) provides protection from illegal discrimination for qualified students with disabilities. Northeast Iowa Community College is committed to the equal provision of education for all students. Any student who needs instructional accommodation is encouraged to contact the Coordinator of Disability Services, Peosta Campus, at 563-556-5110 or 1-800-728-7367, ext. 280 or Calmar Campus, at 563-562-3263 or 1-800-728-2256, ext. 258.

Statement of Non-Discrimination

Northeast Iowa Community College prohibits discrimination in educational programs, employment, and activities on the basis of age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, disability, pregnancy or genetic information as required by the 1964 Civil Rights Act, Titles VI and VII; the 1972 Education Amendments, Title IX; the Age Discrimination in Employment Act of 1975 (ADEA); the Federal Rehabilitation Act of 1973, Section 504; the Americans with Disabilities Act (ADA) of 1990, Title II; Titles I and V; the Civil Rights Act of 1991, the Genetics Information Nondiscrimination Act of 2008 and the Iowa Code, Chapter 216.

It is also the policy of this District that the curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and variety of careers, roles and lifestyles open to women as well as men in our society. One of the objectives of the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis of age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion or disability. The curriculum should foster respect and appreciation for cultural diversity found in our country and an awareness of the rights, duties and responsibilities of each individual as a member of a pluralistic society.

Inquiries and grievances regarding compliance with applicable state and federal laws may be directed to the executive director of human resources, P.O. Box 400, Calmar, Iowa 52132, or to the Director of the Iowa Civil Rights Commission, Des Moines, Iowa, or to the Director of the Region VII Office of Civil Rights, Department of Education, Kansas City, Missouri.

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