

**CREDIT**

3 Semester Credit Hours (2 hours lecture, 4 hours lab)



**LAMAR INSTITUTE  
OF TECHNOLOGY**

**MODE OF INSTRUCTION**

Face to Face

**PREREQUISITE/CO-REQUISITE:**

None

**COURSE DESCRIPTION**

The fundamentals of managing and configuring local, network, and distributed network clients. Topics may adapt to changes in industry practices.

**COURSE OBJECTIVES**

Upon completion of this course, the student will be able to

- Install and configure network clients
- Setup users, groups, policies, and profiles
- Configure hardware components and applications
- Setup and maintain logon security and security for files and printers
- Configure and optimize clients in multiple environments

**INSTRUCTOR CONTACT INFORMATION**

Instructor: Tim Storbeck

Email: [tjstorbeck@lit.edu](mailto:tjstorbeck@lit.edu)

Office Phone: 409 247 5236

Office Location: TA4 - Room 109D (Back Office)

Office Hours: Posted outside my office and in Starfish, email me for an appointment

**REQUIRED TEXTBOOK AND MATERIALS**

Cengage MindTap access to *Microsoft 365 Modern Desktop Administrator Guide to Exam MD-100: Windows 10, 1st Edition*; Wright, Byron and Plesniarski, Leon; Cengage, 2022. ISBN-13: 978-0357501818

## **EAGLE LEARNING ESSENTIALS**

Eagle Learning Essentials (ELE) <https://lit.edu/student-success/eagle-learning-essentials> is an affordable textbook rental program through the Barnes and Noble Bookstore. Through this program, students can receive required textbooks, lab manuals, access codes and electronic books conveniently before the first day of class.

The ELE bundle will provide the needed learning materials at \$14 per credit hour (added to your student account), saving students up to 35-50% on the cost of course materials. The cost can be paid by financial aid or by the student. If a student enrolls in a payment plan, this charge will be included in the payment plan calculations. Supplies are not included in this program and will need to be purchased separately.

LIT students are automatically enrolled in the program at the time of registration and will begin receiving emails about selecting their preferred delivery method.

## **ATTENDANCE POLICY**

Three absences are allowed. If a student is tardy to class or departs early three (3) times, it will be equal to one (1) absence. Each absence beyond three absences will result in a 2-point deduction from your final grade.

## **DROP POLICY**

If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

### **Important Drop Dates**

Last Day to Drop with Refund	02/04/2026
Last Day to Pay Tuition to Avoid Drop	02/16/2026
Last Day to Drop without Academic Penalty	02/20/2026
Last Day to Drop with Academic Penalty	04/13/2026

## COURSE CALENDAR

DATE	TOPIC	READINGS	ASSIGNMENTS (Due on this Date)
Week 1 1/20-1/25	Syllabus; Course Introduction Cengage MindTap Access	Syllabus	1/26/2026
Week 2 1/25-2/1	Introduction to Windows 10	Module 1	Module 1 Labs Module 1 Quiz 2/2/2026
Week 3 2/1-2/8	Using the System Utilities	Module 2	Module 2 Labs Module 2 Quiz 2/9/2026
Week 4 2/8-2/15	User Management	Module 3	Module 3 Labs Module 3 Quiz 2/16/2026
Week 5 2/15-2/22	Networking	Module 4	Module 4 Labs Module 4 Quiz 2/23/2026
Week 6 2/23-3/1	Managing Disks and File Systems	Module 5	Module 5 Labs Module 5 Quiz 3/2/2026
Week 7 3/1-3/8	Windows 10 Security Features	Module 6	Module 6 Labs Module 6 Quiz 3/8/2026
Week 8 3/15-3/22	User Productivity Tools	Module 7	Module 7 Labs Module 7 Quiz 3/23/2026
Week 9 3/22-3/29	Windows 10 Application Support	Module 8	Module 8 Labs Module 8 Quiz Test 2 (Module 5-8) 3/30/2026
Week 10 3/29-4/5	Performance Tuning and System Recovery	Module 9	Module 9 Labs Module 9 Quiz 4/6/2026

Week 11 4/5-4/12	Enterprise Computing	Module 10	Module 10 Labs Module 10 Quiz 4/13/2026
Week 12 4/12-4/19	Managing Enterprise Clients	Module 11	Module 11 Labs Module 11 Quiz 4/20/2026
Week 13 4/19-4/26	Automating Windows 10 Deployment	Module 12	Module 12 Labs Module 12 Quiz 4/27/2026

Week 14 4/26-5/3	Review Week	Modules 1-12	Review 5/1/2026
Week 15 5/3-5/10	Final Exam Prep Week	Modules 1-12	5/8/2026
Week 16 5/10-5/13	Final Exam		5/11/2026

## COURSE EVALUATION

Final grades will be calculated according to the following criteria:

- Module Labs 30%
- Module Quizzes 30%
- Attendance 10%
- Final Exam 30%

## GRADE SCALE

- 90-100 A
- 80-89 B
- 70-79 C
- 60-69 D
- 0-59 F

## TECHNICAL REQUIREMENTS

For the latest technical requirements, including hardware, compatible browsers, operating systems, etc., review the Minimum Computer and Equipment Requirements on the [LIT Online Experience](#) page. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

## DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps

foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email [specialpopulations@lit.edu](mailto:specialpopulations@lit.edu). You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

### **STUDENT CODE OF CONDUCT STATEMENT**

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at [www.lit.edu](http://www.lit.edu). Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

### **ARTIFICIAL INTELLIGENCE STATEMENT**

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses

### **STARFISH**

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

### **ACADEMIC DISHONESTY**

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution's Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

### **ADDITIONAL COURSE POLICIES/INFORMATION**

1. Email is the preferred method of communication ([tjstorbeck@lit.edu](mailto:tjstorbeck@lit.edu)). I cannot respond to Blackboard Messages, I can see them, but I have no way to respond.

2. All assignment due dates are indicated in the Blackboard course for this class. Any work submitted after the assigned due date will receive a 10 point per week deduction.
3. Tests are assigned a due date and must be completed by that date. Tests will not be reactivated after the due date.
4. All tests will require lockdown browser.
5. All assignments must be submitted via Blackboard unless specified by your instructor. Assignments submitted through any other method will receive a "0".
6. Grades for assignments may be accessed through My Grades in Blackboard. Each assignment shows your grade and any grading comments made on your assignment.
7. All assignments must be turned in before the final exam.