

## Windows XP Professional and Server

**Course Level** : Administration

**Course Duration** : 3 days

**Prerequisites** : A working Knowledge of Networking

### ▼ Course Content

#### ○ Course Objectives

- **Creating and Managing User Accounts**
  - Introduction to User Accounts
  - Guidelines for New User Accounts
  - Creating Local User Accounts
  - Creating and Configuring Domain User Accounts
  - Setting Properties for Domain User Accounts
  - Customising User Settings with User Profiles
  - Best Practices
- **Managing access to Resources by Using Groups**
  - Introduction to WindowsXP Groups
  - Implementing Groups in a Workgroup
  - Implementing Groups in a Domain
  - Best Practices
- **Managing data by using NTFS**
  - Introduction to NTFS Permissions
  - How WindowsXP applies NTFS Permissions
  - Using NTFS Permissions
  - Using special NTFS Permissions
  - Compressing Data on an NTFS partition
  - Taking Ownership of Folders and Files
  - Copying and Moving Folders and Files
  - Troubleshooting Permission Problems
- **Providing Network access to File Resources**
  - Explain the purposes and use of shared folders
  - Create shared folders
  - Combine NTFS permissions and shared folder permissions
- **Monitoring and Optimizing Performance in Windows XP**
  - Monitoring Event Logs
  - Using Task Manager to Monitor Resources
  - Using System Monitor to Monitor System performance
  - Using Alerts
  - Optimizing Performance



- **Implementing Security in Windows XP**
  - Securing Desktops and Services by Using Security Policies
  - Auditing Access to System Resources

#### ○ **Configuring Printing**

- Introduction to Windows XP Printing
- Adding a Printer
- Configuring a Network Printer
- Configuring Internet Printing

#### ○ **Configuring WindowsXP for Mobile Computing**

- Configuring Hardware for Mobile Computing
- Configuring Power Management Options for Mobile Computing
- Making files available for Offline Use
- Connecting to Networks and Computers
- Identifying Solutions to Mobile Computing Problems

#### ○ **Configuring and Managing Disks**

- Windows XP Disk Types
- Creating Partitions on a Basic Disk
- Creating Volumes on a Dynamic Disk
- Performing Common Disk Management Tasks
- Best Practices

#### ○ **Workshop**