

Windows 2000 Professional and Server

Course Level : Administration

Course Duration : 3 days

Prerequisites : A working Knowledge of DOS and Networking



- Implementing Security in Windows 2000
 - Securing Desktops and Services by Using Security Policies
 - Auditing Access to System Resources

▼ 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 Windows 2000 Groups
 - Implementing Groups in a Workgroup
 - Implementing Groups in a Domain
 - Best Practices
- Managing data by using NTFS
 - Introduction to NTFS Permissions
 - How Windows 2000 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 2000
 - Monitoring Event Logs
 - Using Task Manager to Monitor Resources
 - Using System Monitor to Monitor System performance
 - Using Alerts
 - Optimizing Performance

○ Configuring Printing

- Introduction to Windows 2000 Printing
- Adding a Printer
- Configuring a Network Printer
- Configuring Internet Printing

○ Configuring Windows 2000 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 2000 Disk Types
- Creating Partitions on a Basic Disk
- Creating Volumes on a Dynamic Disk
- Performing Common Disk Management Tasks
- Best Practices

○ Workshop