

# COURSE SYLLABUS



COURSE TITLE: ICS 126  
CLASS SECTION: X01AB  
TERM: Spring/Summer 2024  
COURSE CREDITS: 3  
DELIVERY METHOD(S): In-class lectures and labs

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.  
Learn more about Camosun's [Territorial Acknowledgement](#).

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next wait-listed student

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## INSTRUCTOR DETAILS

NAME: David English  
EMAIL: [denglish@camosun.ca](mailto:denglish@camosun.ca)  
OFFICE: TEC 154 (Technologies Building) / TBA  
HOURS: In class, meetings by appointment

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

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## CALENDAR DESCRIPTION

Interested in why IT departments do the things they do? You will discover the principles that are applied to a variety of platforms utilizing major operating systems. You will also find out why restrictions are imposed on users and how to run a system effectively as an administrator.

PREREQUISITE(S): ICS-113, ICS-110  
CO-REQUISITE(S): ICS/CET first year program  
EQUIVALENCIES: Restricted to students in Computer Engineering Technician or Information and Computer Systems

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## COURSE LEARNING OUTCOMES / OBJECTIVES

At the end of this course, students will be able to:

- Demonstrate the essentials of IT support skills including installing, configuring, diagnosing, securing, and troubleshooting different operating systems on a virtual machine.
- Create, modify, and delete users, groups, and policies for different operating systems.
- Demonstrate the essential system administration skills related to server operating systems, system and network administration, and directory services administration.

- Develop a network security policy to counter threats against information systems security.
- Configure and access various consoles to manage system logging, time synchronization, and task automation.
- Apply accepted standards to ensure security, privacy, and integrity of data while recognizing the ethical, legal, and social implications of data storage.

## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

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- a MicroSD (TFcard) of minimum 16GB and ideally 32GB capacity
- a USB adapter / card reader for the MicroSD card

## COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

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### Lectures:

- Wednesdays 9:30am to 10:50pm
- Thursdays 9:30am to 10:50pm

### Labs:

- X01A on Wednesdays 11:00am to 12:50pm
- X01B on Thursdays 11:00am to 12:50pm

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK	LECTURE	LAB
Week 01, May 8th	Introduction to Systems Administration	Server 2019 base install
Week 02, May 15th	Virtual Machines and Containers	Server 2019 configuration
Week 03, May 22nd	Security and Network Fundamentals	Ubuntu VM and Docker
Week 04, May 29th	Monitoring and Troubleshooting Services	Network Tools
Week 05, June 5th	Windows Domains and Services	Managing Domain Services
Week 06, June 12th	No quiz	No lab assignment
Week 07, June 19th	Active Directory and Group Policy (Midterm on June 20th)	Setting Group Policies
Week 08, June 26th	Linux User Management	Networking and Permissions
Week 09, July 3rd	Network Monitoring	Networking and scripting
Week 10, July 10th	Scripting and Scheduling	Bash, SED, and Scheduling
Week 11, July 17	PowerShell	Functional PowerShell
Week 12, July 24th	Adding Servers and Services	DNS and Terminal Servers

WEEK	LECTURE	LAB
Week 13, July 31st	Managing Servers	Web and Mail Servers
Week 14, August 7th	Review – no quiz	Review – no lab

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams).  
<https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams>

## EVALUATION OF LEARNING

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DESCRIPTION		WEIGHTING
Final Exam	Must pass the final exam to pass the course	50%
Midterm	Low midterm mark can be replaced by higher mark on Final	12%
Quizzes	Must have a passing quiz average to pass the course	12%
Lab Assignments	Must have a passing lab average to pass the course	26%
Late work is subject to a 30% penalty, except by the instructor's prior written permission or in the presence of a dire and documented short-term medical or family emergency. Mark appeals must be made within 7 days of the mark being posted.		
<b>TOTAL</b>		<b>100%</b>

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf) policy for more information. <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf>

## COURSE GUIDELINES & EXPECTATIONS

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- Labs:
  - Late labs are subject to a 30% penalty, except by the instructor's prior written permission or in the presence of a dire and documented short-term medical or family emergency.
  - Must achieve a minimum average of 55% on all labs.
- Quizzes:
  - Late Quizzes are subject to a 30% penalty, except by the instructor's prior written permission or in the presence of a dire and documented short-term medical or family emergency.

- Late Quizzes must be scheduled with the instructor. The instructor may provide a different quiz than the original.
- Must achieve a minimum average of 55% on quizzes.
- Midterm:
  - The Midterm is intended to be practice for the Final Exam. Students that do poorly on the Midterm can have their grade replaced with the same grade as they achieve on the Final.
- Final Exam:
  - Must achieve a minimum of 55% on the Final Exam to pass the course.
  - Final Exam will be open-book. Students will be allowed to use AI assistants.
  - Communicating with other people will be considered cheating and result in a grade of “F” for the course.

## SCHOOL OR DEPARTMENTAL INFORMATION

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- Grade review: You have 7 days after marks are posted to review with your instructor.
- Academic Integrity Violations:
  - 1<sup>st</sup> violation: minus the weight of the deliverable and a not on your departmental file.
  - 2<sup>nd</sup> violation: F in the course.
  - 3<sup>rd</sup> violation: Student Conduct [Policy E-2.5](#) is applied.
- Missed Examinations / Quizzes: If a student misses a quiz, project, or an exam, a mark of zero will be assigned unless there are extenuating circumstances. You must provide a note from a medical practitioner (Doctor, Nurse, Psychologist, Counsellor, etc) In such cases, the proportion of grade assigned to the missed quiz or exam will be added to the proportion assigned to the final exam. The final exam will be held during exam week. NO consideration will be given to any student wishing to write the exam at any other time than that assigned.
- Electronic Devices: The school’s policy regarding electronic devices is that any student who has a cell phone or other unauthorized electronic device (ie. ipad, laptop, playbook, etc.) on their person or around their desk during an exam will be guilty of cheating and will a grade of “F” for the course.

## STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit [camosun.ca/services](https://camosun.ca/services).

Support Service	Website
Academic Advising	<a href="https://camosun.ca/services/academic-supports/academic-advising">camosun.ca/services/academic-supports/academic-advising</a>
Accessible Learning	<a href="https://camosun.ca/services/academic-supports/accessible-learning">camosun.ca/services/academic-supports/accessible-learning</a>
Counselling	<a href="https://camosun.ca/services/health-and-wellness/counselling-centre">camosun.ca/services/health-and-wellness/counselling-centre</a>
Career Services	<a href="https://camosun.ca/services/co-operative-education-and-career-services">camosun.ca/services/co-operative-education-and-career-services</a>
Financial Aid and Awards	<a href="https://camosun.ca/registration-records/financial-aid-awards">camosun.ca/registration-records/financial-aid-awards</a>
Help Centres (Math/English/Science)	<a href="https://camosun.ca/services/academic-supports/help-centres">camosun.ca/services/academic-supports/help-centres</a>
Indigenous Student Support	<a href="https://camosun.ca/programs-courses/iecc/indigenous-student-services">camosun.ca/programs-courses/iecc/indigenous-student-services</a>
International Student Support	<a href="https://camosun.ca/international">camosun.ca/international</a>
Learning Skills	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</a>
Library	<a href="https://camosun.ca/services/library">camosun.ca/services/library</a>
Office of Student Support	<a href="https://camosun.ca/services/office-student-support">camosun.ca/services/office-student-support</a>
Ombudsperson	<a href="https://camosun.ca/services/ombudsperson">camosun.ca/services/ombudsperson</a>
Registration	<a href="https://camosun.ca/registration-records/registration">camosun.ca/registration-records/registration</a>
Technology Support	<a href="https://camosun.ca/services/its">camosun.ca/services/its</a>
Writing Centre	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

### Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities:

<https://camosun.libguides.com/academicintegrity/welcome>

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

### Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you

are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines: <https://camosun.ca/cal>

### Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

### Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal ([see policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and [camosun.ca/services/sexual-violence-support-and-education](https://camosun.ca/services/sexual-violence-support-and-education). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-370-3841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

### Looking for other policies?

The full suite of College policies and directives can be found here:

<https://camosun.ca/about/camosun-college-policies-and-directives>

**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.