

معاونت پژوهش، برنامه‌ریزی و سنجش مهارت

دفتر پژوهش، طرح و برنامه‌ریزی درسی

استاندارد آموزش شغل

Administering Windows Server ۲۰۱۲

گروه شغلی

فناوری اطلاعات

کد ملی آموزش شغل

۲	۵	۱	۲	۴	۰	۵	۳	۱	۸	۷	۰	۰	۰	۱
ISCO-۰۸				سطح مهارت	شناسه گروه			شناسه شغل			شناسه شایستگی		نسخه	

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Ministry of cooperatives
Labour and Social Welfare



Iran Technical and Vocational
Training Organization

Deputy of training
Plan and curriculums office

Job Training standard

Title

Administering Windows Server 2012

Occupational group

Information Technology (IT)

*Iran Technical and Vocational
Training Organization*

International code

2513-53-118-1

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Revision Process:

- Scientific content
- According to market
- Equipment
- Tools

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Definitions:

Job standard:

The characteristics ' required competencies and abilities for Efficient Performance in work environment is called "the Job standard", and sometimes “The Occupational standard”

Training standard:

The Training Map for achieving the Job’s subset Competencies.

Job title:

Is a set of Tasks and Abilities which is expected from an employed person in the defined level

Job description:

A statement covering the most important elements of a job, namely the position or title of the job, the duties, job’s relation with other jobs in a occupational field, the responsibilities, workplace conditions and required performance standards.

Course duration:

The minimum of time which is required to achieve the training objects.

Admission requirements:

The minimum of competencies and abilities which are obligatory for a potential admission.

Evaluation:

The process of collecting evidence and judgment about whether a competency is achieved or not.

Include: written examination, practical examination

Required Qualifications for Trainers:

The minimum of Trainer’s technical and vocational abilities which the trainer is required to have.

Competency:

The ability of efficient performing a duty in a variety of workplaces conditions

Knowledge:

The minimum set of facts and mental capacities which is necessary for achieving a competency. This can include science, (Mathematics, physics, chemistry or biology), technology or technical.

Skill:

The minimum coordination between mind and body for achieving an ability or competency. It normally applied to practical skills.

Attitude:

A set of emotional behaviors required for achieving a competency and can have non-technical skills and occupational ethics.

Safety:

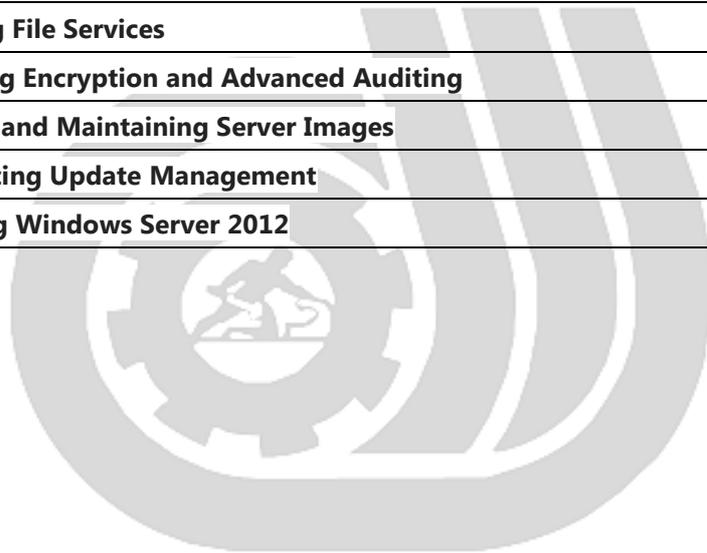
The cases which doing or not doing something can cause harm or accident

Environmental Consideration:

A set of consideration about the act which should be done to minimize the environmental damage or pollution.

Job Title:
Administering Windows Server 2012
Job Description:
<p>Get hands-on instruction and practice administering Windows Server 2012, including Windows Server 2012 R2, in this five-day Microsoft Official Course. This course is part two in a series of three courses that provides the skills and knowledge necessary to implement a core Windows Server 2012 infrastructure in an existing enterprise environment.</p> <p>The three courses collectively cover implementing, managing, maintaining and provisioning services and infrastructure in a Windows Server 2012 environment. Although there is some cross-over of skills and tasks across these courses, this course focuses on the administration tasks necessary to maintain a Windows Server 2012 infrastructure such as configuring and troubleshooting name resolution, user and group management with Active Directory Domain Services (AD DS) and Group Policy, implementing Remote Access solutions such as Direct Access, VPNs and Web Application Proxy, implementing Network Policies and Network Access Protection, Data Security, deployment and maintenance of server images, as well as update management and monitoring of Windows Server 2012 environments.</p> <p>This course maps directly to and is the preferred choice for hands-on preparation for Microsoft Certified Solutions Associate (MCSA): Exam 411: Administering Windows Server 2012, which is the second of three exams required for MCSA: Windows Server 2012 credential.</p>
Admission Requirements:
<p>minimum degree of education: Post first year of high school minimum physical and mental ability:- Prerequisite skills: Installing and Configuring Windows Server 2012</p>
Course duration:
<p><i>Course duration: 40 hrs</i> <i>-Theoretical :10 Hours</i> <i>-Practical :30 Hours</i> <i>-Apprenticeship: ... Hours</i> <i>-Project: ... Hours</i></p>
Evaluation :(%)
<p>Exam 70-411</p>  <p>Published: September 17, 2012 Languages: English, Chinese (Simplified), French, German, Japanese, Portuguese (Brazil) Audiences: IT professionals Technology: Windows Server 2012 R2 Credit toward certification: MCP, MCSA, MCSE</p>
Required Qualifications for Trainers:
MCSE degree holders with 2 years experiences

Job Training Standard Competences	
1	Configuring and Troubleshooting Domain Name System
2	Maintaining Active Directory Domain Services
3	Managing User and Service Accounts
4	Implementing a Group Policy Infrastructure
5	Managing User Desktops with Group Policy
6	Installing, Configuring, and Troubleshooting the Network Policy Server Role
7	Implementing Network Access Protection
8	Implementing Remote Access
9	Optimizing File Services
10	Configuring Encryption and Advanced Auditing
11	Deploying and Maintaining Server Images
12	Implementing Update Management
13	Monitoring Windows Server 2012



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Training standard
Contents analysis form

Title: Configuring and Troubleshooting Domain Name System	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipments ,tools, materials ,books
Knowledge and Skill: - Configuring the DNS Server Role - Configuring DNS Zones - Configuring DNS Zone Transfers - Managing and Troubleshooting DNS	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Maintaining Active Directory Domain Services	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipments ,tools, materials ,books
Knowledge and Skill: - Overview of AD DS - Implementing Virtualized Domain Controllers - Implementing RODCs - Administering AD DS - Managing the AD DS Database - Manage the AD DS database	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

Training standard
Contents analysis form

Title: Managing User and Service Accounts	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipments ,tools, materials ,books
Knowledge and Skill: - Configuring Password Policy and User Account Lockout Settings - Configuring Managed Service Accounts	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Implementing a Group Policy Infrastructure	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipments ,tools, materials ,books
Knowledge and Skill: - Introducing Group Policy - Implementing and Administering GPOs - Group Policy Scope and Group Policy Processing - Troubleshooting the Application of GPOs	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Managing User Desktops with Group Policy	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipment's ,tools, materials ,books
Knowledge and Skill: - Implementing Administrative Templates - Configuring Folder Redirection and Scripts - Configuring Group Policy Preferences - Managing Software with Group Policy	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Installing, Configuring, and Troubleshooting the Network Policy Server Role	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipment's ,tools, materials ,books
Knowledge and Skill: - Installing and Configuring a Network Policy Server - Configuring RADIUS Clients and Servers - NPS Authentication Methods - Monitoring and Troubleshooting a Network Policy Server	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Implementing Network Access Protection	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipment's ,tools, materials ,books
Knowledge and Skill: - Overview of Network Access Protection - Overview of NAP Enforcement Processes - Configuring NAP - Configuring IPsec Enforcement for NAP - Monitoring and Troubleshooting NAP	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Implementing Remote Access	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipment's ,tools, materials ,books
Knowledge and Skill: - Overview of Remote Access - Implementing DirectAccess by Using the Getting Started Wizard - Implementing and Managing an Advanced DirectAccess Infrastructure - Implementing VPN - Implementing Web Application Proxy	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Optimizing File Services	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipments ,tools, materials ,books
Knowledge and Skill: - Overview of FSRM - Using FSRM to Manage Quotas, File Screens, and Storage Reports - Implementing Classification and File Management Tasks - Overview of DFS - Configuring DFS Namespaces - Configuring and Troubleshooting DFS Replication	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

Training standard
Contents analysis form

Title: Configuring Encryption and Advanced Auditing	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipments ,tools, materials ,books
Knowledge and Skill: - Encrypting Drives by Using BitLocker - Encrypting Files by Using EFS - Configuring Advanced Auditing	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Deploying and Maintaining Server Images	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipments ,tools, materials ,books
Knowledge and Skill: - Overview of Windows Deployment Services - Managing Images - Implementing Deployment with Windows Deployment Services - Administering Windows Deployment Services	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Implementing Update Management	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipment's ,tools, materials ,books
Knowledge and Skill: - Overview of WSUS - Deploying Updates with WSUS	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

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Training standard
Contents analysis form

Title: Monitoring Windows Server 2012	time			
	theoretical	practical	total	
	Determined by the instructor			
Knowledge ,skill ,attitude ,safety, Environmental Consideration				Equipment's ,tools, materials ,books
Knowledge and Skill: - Monitoring Tools - Using Performance Monitor - Monitoring Event Logs	Determined by the instructor			From Microsoft
Attitude: Speed and accuracy in doing the right thing				
Health & Safety: Compliance with safety protection in the workplace				
Environmental Consideration: Compliance with environmental protection				

Equipment & Tools & Materials & Resources (books, site, software...) form

*Required quantity for each 15 Trainees

From Microsoft