

uCertify

Course Outline

Windows Operating System Fundamentals



Lesson



Practice test



Lab

Contents

1. Pre-Assessment
2. Exercises, Quizzes, Flashcards & Glossary
 - Number of Questions
3. Expert Instructor-Led Training
4. ADA Compliant & JAWS Compatible Platform
5. State of the Art Educator Tools
6. Award Winning Learning Platform (LMS)
7. Chapter & Lessons
 - Syllabus
 - Chapter 1: Installing and Upgrading Client Systems
 - Chapter 2: Understanding Operating System Configurations
 - Chapter 3: Understanding Native Applications, Tools, Mobility, and Remote Management and Assistance
 - Chapter 4: Managing Applications, Services, and Disks
 - Chapter 5: Managing Devices
 - Chapter 6: Understanding File and Print Sharing
 - Chapter 7: Maintaining, Updating, and Protecting Windows 10
 - Chapter 8: Understanding Backup and Recovery Methods
 - Videos and How To
8. Practice Test
 - Here's what you get
 - Features
9. Performance Based Labs
 - Lab Tasks
 - Here's what you get
10. Post-Assessment

1. Pre-Assessment

Pre-Assessment lets you identify the areas for improvement before you start your prep. It determines what students know about a topic before it is taught and identifies areas for improvement with question assessment before beginning the course.

2. Quizzes

Quizzes test your knowledge on the topics of the exam when you go through the course material. There is no limit to the number of times you can attempt it.

117

QUIZZES

3. Flashcards

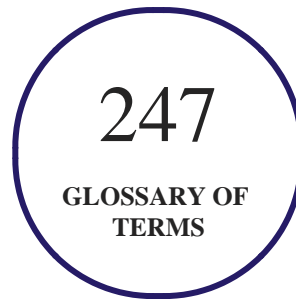
Flashcards are effective memory-aiding tools that help you learn complex topics easily. The flashcard will help you in memorizing definitions, terminologies, key concepts, and more. There is no limit to the number of times learners can attempt these. Flashcards help master the key concepts.

247

FLASHCARDS

4. Glossary of terms

uCertify provides detailed explanations of concepts relevant to the course through Glossary. It contains a list of frequently used terminologies along with its detailed explanation. Glossary defines the key terms.



5. Expert Instructor-Led Training

uCertify uses the content from the finest publishers and only the IT industry's finest instructors. They have a minimum of 15 years real-world experience and are subject matter experts in their fields. Unlike a live class, you can study at your own pace. This creates a personal learning experience and gives you all the benefit of hands-on training with the flexibility of doing it around your schedule 24/7.

6. ADA Compliant & JAWS Compatible Platform

uCertify course and labs are ADA (Americans with Disability Act) compliant. It is now more accessible to students with features such as:

- Change the font, size, and color of the content of the course
- Text-to-speech, reads the text into spoken words
- Interactive videos, how-tos videos come with transcripts and voice-over
- Interactive transcripts, each word is clickable. Students can clip a specific part of the video by clicking on a word or a portion of the text.

JAWS (Job Access with Speech) is a computer screen reader program for Microsoft Windows that

reads the screen either with a text-to-speech output or by a Refreshable Braille display. Student can easily navigate uCertify course using JAWS shortcut keys.

7. State of the Art Educator Tools

uCertify knows the importance of instructors and provide tools to help them do their job effectively. Instructors are able to clone and customize course. Do ability grouping. Create sections. Design grade scale and grade formula. Create and schedule assessments. Educators can also move a student from self-paced to mentor-guided to instructor-led mode in three clicks.

8. Award Winning Learning Platform (LMS)

uCertify has developed an award winning, highly interactive yet simple to use platform. The SIIA CODiE Awards is the only peer-reviewed program to showcase business and education technology's finest products and services. Since 1986, thousands of products, services and solutions have been recognized for achieving excellence. uCertify has won CODiE awards consecutively for last 7 years:

- **2014**
 1. Best Postsecondary Learning Solution

- **2015**
 1. Best Education Solution
 2. Best Virtual Learning Solution
 3. Best Student Assessment Solution
 4. Best Postsecondary Learning Solution
 5. Best Career and Workforce Readiness Solution
 6. Best Instructional Solution in Other Curriculum Areas
 7. Best Corporate Learning/Workforce Development Solution

- **2016**

1. Best Virtual Learning Solution
2. Best Education Cloud-based Solution
3. Best College and Career Readiness Solution
4. Best Corporate / Workforce Learning Solution
5. Best Postsecondary Learning Content Solution
6. Best Postsecondary LMS or Learning Platform
7. Best Learning Relationship Management Solution

• **2017**

1. Best Overall Education Solution
2. Best Student Assessment Solution
3. Best Corporate/Workforce Learning Solution
4. Best Higher Education LMS or Learning Platform

• **2018**

1. Best Higher Education LMS or Learning Platform
2. Best Instructional Solution in Other Curriculum Areas
3. Best Learning Relationship Management Solution

• **2019**

1. Best Virtual Learning Solution
2. Best Content Authoring Development or Curation Solution
3. Best Higher Education Learning Management Solution (LMS)

• **2020**

1. Best College and Career Readiness Solution
2. Best Cross-Curricular Solution
3. Best Virtual Learning Solution

9.  Chapter & Lessons

uCertify brings these textbooks to life. It is full of interactive activities that keeps the learner engaged. uCertify brings all available learning resources for a topic in one place so that the learner can efficiently learn without going to multiple places. Challenge questions are also embedded in the chapters so learners can attempt those while they are learning about that particular topic. This helps them grasp the concepts better because they can go over it again right away which improves learning.

Learners can do Flashcards, Exercises, Quizzes and Labs related to each chapter. At the end of every lesson, uCertify courses guide the learners on the path they should follow.

Syllabus

Chapter 1: Installing and Upgrading Client Systems

- Understanding Windows Systems
- Understanding Installation Types
- Skill Summary
- Case Scenarios

Chapter 2: Understanding Operating System Configurations

- Understanding User Accounts
- Configuring and Optimizing User Account Control (UAC)
- Configuring Windows 10
- Configuring Hyper-V

- Skill Summary
- Case Scenarios

Chapter 3: Understanding Native Applications, Tools, Mobility, and Remote Management and Assistance

- Configuring Internet Explorer
- Configuring Microsoft Edge
- Configuring Cortana
- Introducing Accessory Programs
- Supporting Mobile Access and Data Synchronization
- Using Windows Mobility Center
- Accessing a Computer Remotely
- Skill Summary
- Case Scenarios

Chapter 4: Managing Applications, Services, and Disks

- Configuring Applications
- Managing Windows Store Apps

- Understanding Services
- Using MSConfig (System Configuration Utility)
- Managing Processes and Applications with Task Manager
- Understanding Storage
- Encrypting and Compressing Files and Folders
- Skill Summary
- Case Scenarios

Chapter 5: Managing Devices

- Understanding Cloud Storage
- Understanding Printing Devices
- Understanding System Devices and Device Drivers
- Skill Summary
- Case Scenarios

Chapter 6: Understanding File and Print Sharing

- Understanding File and Printer Sharing Basics
- Configuring HomeGroup Connections

- Creating Public, Basic, and Advanced Shares
- Configuring Printer Sharing
- Skill Summary
- Case Scenarios

Chapter 7: Maintaining, Updating, and Protecting Windows 10

- Exploring Built-in Maintenance Tools
- Maintaining the Windows Registry
- Configuring and Managing Updates
- Defending Your System from Malicious Software
- Skill Summary
- Case Scenarios

Chapter 8: Understanding Backup and Recovery Methods

- Understanding Local, Network, and Automated Backup Methods
- Restoring Previous Versions of Files and Folders
- Configuring System Recovery
- Skill Summary

- Case Scenarios

Videos and How To

uCertify course includes videos to help understand concepts. It also includes How Tos that help learners in accomplishing certain tasks.

110
VIDEOS

05:01
HOURS

10. Practice Test

Here's what you get

60
PRE-ASSESSMENTS
QUESTIONS

2
FULL LENGTH TESTS

60
POST-ASSESSMENTS
QUESTIONS

Features

Full Remediation

Each question comes with detailed remediation explaining not only why an answer option is correct but also why it is incorrect.

Unlimited Practice

Each test can be taken unlimited number of times until the learner feels they are prepared. Learner can review the test and read detailed remediation. Detailed test history is also available.

Learn, Test and Review Mode

Each test set comes with learn, test and review modes. In learn mode, learners will attempt a question and will get immediate feedback and complete remediation as they move on to the next question. In test mode, learners can take a timed test simulating the actual exam conditions. In review mode, learners can read through one item at a time without attempting it.

11. Performance Based Labs

uCertify's performance-based labs are Live Labs. Learn the real world skills using Live Labs. uCertify Labs are cloud-based, device-enabled and can be easily integrated with an LMS. Features of uCertify labs:

- Provide hands-on experience in a safe, online environment
- Labs simulate real world, hardware, software & CLI environment
- Flexible and inexpensive alternative to physical Labs
- Comes with well-organized component library for every task
- Highly interactive - learn by doing
- Explanations and remediation available
- Videos on how to perform

Lab Tasks

- Getting the Operating System Version Number
- Getting the Windows 10 Edition
- Creating a Custom config.xml File and Excluding Content from the My Pictures Folder
- Installing Windows 10
- Creating a User Account
- Configuring UAC Settings
- Creating a Custom Power Plan
- Adding a Folder to a Library
- Creating a Library
- Configuring a Folder's Location
- Configuring File Explorer Settings
- Creating a Shortcut
- Enabling the Hyper-V Feature
- Creating a Virtual Switch
- Selecting a Virtual Switch for a Virtual Machine
- Creating a Virtual Disk
- Creating a Virtual Machine
- Configuring a Client to Use a Proxy Server
- Modifying the Security Level for a Web Content Zone
- Configuring ActiveX Filtering
- Adding a Site to a Security Zone
- Turning On Tracking Protection
- Using Compatibility View
- Configuring the Pop-up Blocker
- Using the Snipping Tool to Capture a Screenshot
- Enabling Offline Files
- Connecting to a Remote Computer using Remote Desktop Connection
- Creating an Invitation
- Using PowerShell One-to-One Remoting
- Running a Cmdlet in Windows PowerShell
- Converting a Basic Disk to a Dynamic Disk
- Creating a Custom MMC
- Changing the Default Apps

- Uninstalling a Program
- Configuring the Windows Store Using a Local Group Policy
- Configuring a Service
- Disabling a Startup Program
- Creating a Spanned Volume
- Creating a Simple Volume
- Creating a Mirrored Volume
- Creating a Striped Volume
- Compressing a File or Folder
- Encrypting a File or Folder
- Encrypting the Drive Using BitLocker
- Adding a Printer
- Updating a Device Driver
- Setting up a Basic Share
- Setting up an Advanced Share
- Mapping a Drive
- Sharing a Printer
- Running the Disk Cleanup
- Creating a Task using the Create Basic Task Wizard
- Using Windows Defender
- Backing Up the Windows Registry
- Backing Up Files in Windows 10
- Enabling File History
- Configuring a System Restore

Here's what you get

57
PERFORMANCE BASED
LAB

58
VIDEO TUTORIALS


01:02
HOURS

12. Post-Assessment


After completion of the uCertify course Post-Assessments are given to students and often used in conjunction with a Pre-Assessment to measure their achievement and the effectiveness of the exam.

CONNECT WITH US

 3187 Independence Drive
Livermore, CA 94551,
United States

 +1-415-763-6300

 support@ucertify.com

 www.ucertify.com