



BREWSTER TECHNOLOGY

COMPUTER TRAINING & SERVICE

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16 Mount Ebo Road South, Suite 18 • Brewster, New York • 10509
Phone - (845) 279-9400 • Fax - (845) 279-9413

WHAT'S IN 98-349 WINDOWS OPERATING SYSTEM FUNDAMENTALS:

MTA validates building-block technology concepts and helps students explore, discover and pursue successful careers in Information Technology (IT) in an exciting and rewarding way! As the first step in the Microsoft Technology Certification Series, this new, entry-level certification provides students with confidence, credibility, and differentiation.

TARGET AUDIENCE:

Individuals looking to get started in Windows Operating System fundamentals.

PREREQUISITES:

Knowledge of fundamental Windows operating system concepts in a Windows 10 environment.

DURATION:

18 hours



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TOPICS COVERED IN 98-349 WINDOWS OPERATING SYSTEM FUNDAMENTALS:

Installing and Upgrading Client Systems

Understanding Windows Systems

- Understanding User Interfaces
- Determining Appropriate Editions Per Device Type
- Understanding Processor and Memory Architecture
- Understanding Drivers
- Understanding Windows 10 System Requirements

Understanding Installation Types

- Performing a Clean Install from Previous Versions of Windows
- Upgrading to Windows 10
- Migrating to Windows 10 from Previous Versions of Windows

Understanding Operating System

Configurations

Understanding User Accounts

Configuring and Optimizing User Account Control (UAC)

Configuring Windows 10

- Introducing Windows 10 Settings
- Using Control Panel
- Configuring System Options
- Changing the Date and Time
- Configuring the Desktop and Taskbar Settings
- Configuring the Start Menu
- Configuring File Explorer Settings
- Configuring User Profiles
- Configuring Folder Locations
- Configuring Libraries
- Configuring Display Settings
- Configuring Power Settings
- Configuring Accessibility Options
- Creating and Managing Shortcuts

Configuring Hyper-V

- Creating and Configuring Virtual Machines
- Creating and Managing Virtual Switches
- Creating and Managing Virtual Disks
- Creating and Managing Checkpoints

Understanding Native Applications, Tools, Mobility, and Remote Management and Assistance

Configuring Internet Explorer

- Managing Cookies and Privacy Settings
- Configuring Security Zones
- Using Dynamic Security and Protected Mode
- Configuring the SmartScreen Filter and Phishing
- Managing Add-Ons
- Configuring Compatibility Mode
- Configuring Secure Sockets Layer (SSL) and Certificates
- Managing Favorites
- Managing LAN Settings

Configuring Microsoft Edge

Configuring Cortana

Introducing Accessory Programs

- Using the Snipping Tool
- Using Windows Media Player

Supporting Mobile Access and Data

Synchronization

- Supporting Mobile Access and Data Synchronizing Your PC Settings
- Configuring Offline Files

Using Windows Mobility Center

Accessing a Computer Remotely

- Configuring Remote Desktop
- Configuring Remote Assistance
- Configuring Remote Management Settings
- Using the Microsoft Management Console to Manage Systems Remotely
- Using Windows Remote Management
- Using WinRS.exe
- Introducing Windows PowerShell



- Using Remote Windows PowerShell

Managing Applications, Services, and Disks

Configuring Applications

- Configuring Desktop Apps
- Configuring Windows Features
- Supporting Desktop Application Co-Existence
- Troubleshooting Program Compatibility
- Configuring Startup Options

Managing Windows Store Apps

- Configuring the Windows Store
- Implementing Windows Store Apps
- Understanding Group Policy and Network Application Installation

Understanding Services

- Understanding Service Startup Types

Using MSConfig (System Configuration Utility)

Managing Processes and Applications with Task Manager

Understanding Storage

- Understanding Storage Device Types
- Understanding Disk and Drive Types
- Understanding File Systems
- Using Disk Management to Configure Disks, Volumes, and File Systems

Encrypting and Compressing Files and Folders

- Understanding Encrypting File System (EFS)
- Understanding Compression
- Understanding BitLocker

Lesson 5: Managing Devices

Understanding Cloud Storage

- Using OneDrive to Manage Files and Folders

Understanding Printing Devices

- Understanding Local Printers
- Understanding Network Printers
- Printing a Document
- Understanding Print Queues
- Understanding Internet Printing

Understanding System Devices and Device Drivers

- Managing Devices
- Using the Devices and Printers Folder
- Using Device Manager
- Troubleshooting Problem Devices

Understanding File and Print Sharing

Understanding File and Printer Sharing Basics

Configuring HomeGroup Connections

Creating Public, Basic, and Advanced Shares

- Configuring Public Folders
- Configuring File Sharing
- Configuring File System Permissions
- Understanding Effective NTFS Permissions
- Viewing Effective Permissions on a Resource
- Combining NTFS and Share Permissions
- Mapping Drives

Configuring Printer Sharing

Maintaining, Updating, and Protecting Windows 10

Exploring Built-in Maintenance Tools

- Using Disk Defragmenter
- Using Disk Cleanup
- Using Task Scheduler
- Using Action Center
- Using System Information

Maintaining the Windows Registry

Configuring and Managing Updates

- Configuring Windows Update Options
- Managing Update History and Rolling Back Updates
- Implementing Insider Preview
- Implementing Current Branch (CB), Current Branch for Business (CBB), and Long-Term Servicing Branch (LTSB) Scenarios

Defending Your System from Malicious Software

- Understanding Windows Firewall



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- Managing Client Security Using Windows Defender

Understanding Backup and Recovery

Methods

Understanding Local, Network, and Automated Backup Methods

Restoring Previous Versions of Files and Folders

- Configuring System Recovery
- Configuring a System Restore
- Configuring a Windows 10 File Recovery Drive
- Configuring File History
- Performing Recovery Operations Using Windows Recovery