

Lesson Title: Task Management
Objective: The student will be able to develop a list of tasks put into order of importance depending on problems/issues introduced in the lab.
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Program: Cisco Networking Academy
Course: Semester 4
Course Competencies:

- 7.1.3 Error report documentation
- 7.2.1 Why is it necessary to monitor a network?
- 7.2.2 Connection monitoring
- 7.2.3 Traffic monitoring
- 7.2.4 Simple network management protocol
- 7.2.5 Remote monitoring (RMON)
- 7.3.1 Problem solving
- 7.3.2 Troubleshooting methods
- 7.3.3 Software tools

Tools and equipment: Routers, server, and PCs.
Materials: Online curriculum, Task management checklist.
Teaching aids: Overhead projector.
References: Online curriculum and the Internet.
Method:

I. PREPARATION

Make sure the Cisco lab is functioning properly. Introduce “problems” to the lab as well as write a list of things needing attention gotten from pretend users. Document what you did for reference.

II. PRESENTATION

Activity: Break the class into two to three person teams. Assign each group one on the five networks within the lab. Have a class discussion about the need for prioritizing tasks when managing a network. Point out why certain things should be completed first depending on level of importance i.e. PC system crash vs. email concerning software order.

Application: After the discussion, give each group the list of things needing attention. Also, have each group troubleshoot their respective networks within the lab. Give them approximately 20 minutes to find network problems. After that time, have the groups come back to the classroom. Ask each group to develop their task list put into order of importance. Walk around the classroom observing and adding a comment or suggestion depending on the direction of each group’s discussion. After this phase, have each group tell the class what order they decided to perform their tasks in and why. Discuss the pros and cons of each list.

Evaluation: Evaluation of this lesson is the last part of the application process (the class discussion on why they put their tasks in the order that they did. Also, finding and correcting lab problems could be a component of the assessment process.)