

## What's on the CD-ROM?

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### CD-ROM Contents

The CD-ROM included with this book contains the following materials:

- Adobe Acrobat Reader
- An electronic version of this book, *Windows NT® 4.0 MCSE Study Guide* in Adobe Acrobat format
- An electronic version of three chapters of *MCSE Career Microsoft®!* (IDG Books Worldwide, 1997) in Adobe Acrobat format
- Microsoft Internet Explorer version 3.01
- Validate! Windows NT 4.0 Workstation and Server practice exams
- Microsoft Training and Certification Offline CD-ROM, including:
  - [www.microsoft.com/train\\_cert](http://www.microsoft.com/train_cert) (entire contents of Web site)
  - Microsoft Windows NT 4.0 self-administered assessment exam
  - Supporting Microsoft Windows NT 4.0 Core Technologies (for Windows NT Workstation) exam prep practice exam

- Supporting Microsoft Windows NT 4.0 Core Technologies (for Windows NT Server) exam prep practice exam
- Microsoft Certified Professional Program Exam Study Guide
- *Micro House Technical Library* (evaluation copy)
- Diskkeeper Lite (evaluation copy)

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## Installing and Using the CD-ROM

The following sections describe each product and include detailed instructions for installation and use.

### Adobe Acrobat Reader and the Adobe Acrobat Version of This Book

The Adobe Acrobat Reader is a helpful program that will enable you to view the electronic version of this book in the same page format as the actual book.

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TO INSTALL AND RUN ADOBE ACROBAT READER AND VIEW THE ELECTRONIC VERSION OF THIS BOOK, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Acrobat folder on the CD-ROM.
  2. In the Acrobat folder, double-click `ar32e30.exe` and follow the instructions presented onscreen for installing Adobe Acrobat Reader.
  3. To view the electronic version of this book after you have installed Adobe Acrobat Reader, start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Books\MCSE WINDOWS NT 4.0 folder on the CD-ROM.
  4. In the MCSE WINDOWS NT 4.0 folder, double-click the chapter or appendix file you want to view. All documents in this folder end with a `.pdf` extension.
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## ***MCSE Career Microsoft®!*** **(Sample Chapters in Adobe Acrobat Format)**

Most books covering the Microsoft Certified Professional program focus entirely on practice exams and their subject matter. *MCSE Career Microsoft®!* focuses on the professional characteristics involved with obtaining a Microsoft Certification, as well as maintaining and advancing your career once you are certified. This book also provides many practical and essential references to information, training, and tools available to information technology professionals, including Microsoft Certified Professionals (MCPs) and MCP candidates. Included here are excerpts from *MCSE Career Microsoft®!*, Chapters 1, 2, and 5. These chapters should give you a good impression of how useful and valuable this book can be. No other computer book on the market today provides a comprehensive approach to MCPs and their careers as does *MCSE Career Microsoft®!*

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TO INSTALL AND RUN ADOBE ACROBAT READER TO VIEW  
*MCSE CAREER MICROSOFT®!*, FOLLOW THESE STEPS:

1. If you've already installed the Adobe Acrobat Reader to view the electronic version of this book, skip to Step 3.  
If you haven't installed Adobe Acrobat Reader, start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Acrobat folder on the CD-ROM.
  2. In the Acrobat folder, double-click `ar32e30.exe` and follow the instructions presented onscreen for installing Adobe Acrobat Reader.
  3. To view the *MCSE Career Microsoft®!* sample chapters after you have installed Adobe Acrobat Reader, start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Books\Career Microsoft folder on the CD-ROM.
  4. In the Career Microsoft folder, double-click the chapter you want to view. All documents in this folder end with a `.pdf` extension.
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## Microsoft Internet Explorer Version 3.01

This is a complete copy of Microsoft Internet Explorer. With Internet Explorer you'll be able to browse the Internet if you have an Internet connection, and view the contents of the Microsoft Training and Certification Offline CD-ROM (included on this CD-ROM).

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TO INSTALL AND RUN MICROSOFT INTERNET EXPLORER,  
FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Mscert\Ie folder on the CD-ROM.
2. In the Mscert\Ie folder, double-click Msie301r.exe and follow the instructions presented onscreen for installing Microsoft Internet Explorer.
3. To run Microsoft Internet Explorer, double-click the Internet Explorer icon on the desktop.

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## Validate! Certification Preparation Tool and the Validate! Windows NT 4.0 Workstation and Server Practice Exams

These practice exams help you to assess your readiness for the actual Microsoft Certified Professional exams. They will also help you to determine the areas in which you need more preparation. USE THESE EXAMS...You'll be glad you did.

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TO INSTALL AND ACCESS THE VALIDATE! CERTIFICATION  
PREPARATION TOOL AND THE VALIDATE! WINDOWS NT  
WORKSTATION 4.0 PRACTICE EXAM, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the NT WORKSTATION 4.0 VALIDATE! DEMO folder on the CD-ROM.

2. In the NT WORKSTATION 4.0 VALIDATE! DEMO folder, double-click Setup.exe and follow the instructions presented onscreen for installing the Validate! Certification Preparation Tool and the Validate! Windows NT 4.0 Workstation practice exam.
3. After the installation is complete, you can access the practice exam by selecting Start > Programs > Windows NT Workstation 4.0 Validate! Demo > Validate CertPrep.

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To install and access the Validate! Windows NT Server 4.0 practice exam, follow the same steps as those presented above, using the NT SERVER 4.0 VALIDATE! DEMO folder instead of the NT WORKSTATION 4.0 VALIDATE! DEMO folder.

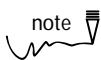
## Microsoft Training and Certification Offline CD-ROM

This offline CD-ROM includes the entire contents of a key Microsoft Web site where you can obtain MCSE certification requirements and view Microsoft Certified Professional exam objectives and Microsoft course information. In addition, you can view the most current version of this Web site by connecting to [www.microsoft.com/train\\_cert/](http://www.microsoft.com/train_cert/) on the Internet.

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TO INSTALL AND ACCESS THE OFFLINE VERSION OF THE MICROSOFT TRAINING AND CERTIFICATION WEB SITE, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Mscert folder on the CD-ROM.
2. In the Mscert folder, double-click Setup.exe and follow the instructions presented onscreen for installing the Microsoft Train\_Cert Offline Web site.
3. After the installation is complete, you can view the Web site by selecting Start > Programs > Microsoft Train\_Cert Offline > Microsoft Train\_Cert Offline.



note

You must have Microsoft Internet Explorer installed before you can view this Web site.

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### ***Microsoft Self-Administered Assessment Exam: Administering Microsoft Windows NT 4.0***

This self-test is designed to measure your basic Windows NT administration skills, including administering users and groups, backing up and restoring a server, securing and sharing resources, configuring printers, and performing basic auditing. I recommend you take this self-administered assessment exam as part of your preparation just before you take the actual exam. It should give you a good indication of whether or not you're ready to tackle the real thing.

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TO INSTALL AND ACCESS THE ADMINISTERING MICROSOFT WINDOWS NT 4.0 SELF-ADMINISTERED ASSESSMENT EXAM, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT). Create a folder named AdminTst on your computer's hard drive.
2. Use Explorer to copy the Mscert\Download\Training\Nt4asm.zip file from the CD-ROM to the AdminTst folder you just created.
3. Use your favorite zip utility to unzip the Nt4asm.zip file's contents to the AdminTst folder.



web links

If you don't have a utility that will unzip the assessment test file, you can download an evaluation copy of a program called "Winzip" from [www.winzip.com](http://www.winzip.com). Winzip is a Windows-based zip and unzip utility.

4. To start the self-administered assessment exam, double-click Lnchtst.exe in the AdminTst folder. Follow the instructions that appear onscreen and take the test.

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### ***Microsoft Certification Personal Exam Prep Practice Exams***

There are two Microsoft Certification Personal Exam Prep Practice Exams on the CD-ROM: Supporting Microsoft Windows NT 4.0 Core Technologies (for Windows NT Workstation) and Supporting Microsoft Windows NT 4.0 Core Technologies (for Windows NT Server). These two practice exams should be used in conjunction with the Microsoft Self-Administered Assessment Exam for Administering Microsoft Windows NT 4.0 to determine your readiness for the Workstation and Server exams. These practice exams will help identify any weak areas you might

have, so you can put in some additional study time in these specific areas prior to taking the actual exams.

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TO INSTALL AND ACCESS THE MICROSOFT NT 4.0 CORE TECHNOLOGIES PRACTICE EXAMS, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT). Create a folder named `CoreTest` on your computer's hard drive.
2. Use Explorer to copy the `Mscert\Download\Cert\Pep.zip` file from the CD-ROM to the `CoreTest` folder you just created.
3. Use your favorite zip utility to unzip the `Pep.zip` file's contents to the `CoreTest` folder.



If you don't have a utility that will unzip the assessment test file, you can download an evaluation copy of a program called Winzip from [www.winzip.com](http://www.winzip.com). Winzip is a Windows-based zip and unzip utility.

4. To install the Microsoft NT 4.0 practice exams, double-click `Gopep.exe` in the `CoreTest` folder, and follow the instructions that appear onscreen to install the practice exams.
  5. To start either of the Microsoft NT 4.0 practice exams, select `Start > Programs > Microsoft Personal Exam Prep > Personal Exam Prep Multi Demo`.
  6. Follow the instructions that appear onscreen to select and start the practice exam you want to take.
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### ***Microsoft Certified Professional Program Exam Study Guide***

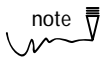
This study guide presents interesting and valuable information about the Microsoft Certified Professional exams, including how the exams are developed, a description of the types of questions asked on exams, and some exam preparation tips.



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TO VIEW THE *MICROSOFT CERTIFIED PROFESSIONAL PROGRAM EXAM STUDY GUIDE*, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT). Open the Mscert\Download\Cert folder.
2. In the Cert folder, double-click Studgde4.doc.



You must have Microsoft Word, WordPad, or Word Viewer installed *before* you can view this study guide.

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## ***Micro House Technical Library*** **(Evaluation Copy)**

*Micro House Technical Library* is a useful CD-ROM-based set of encyclopedias that contains hardware configuration information. This evaluation copy of *Micro House Technical Library* includes only the Encyclopedia of I/O cards. Use this evaluation copy to determine whether or not you want to purchase the full version of the *Micro House Technical Library*.

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TO INSTALL AND ACCESS THE *MICRO HOUSE TECHNICAL LIBRARY*, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Micro House folder on the CD-ROM.
2. In the Micro House folder, double-click Install.exe and follow the instructions presented onscreen for installing the *Micro House Technical Library*.
3. To run the *Micro House Technical Library* from Windows NT, select Start > Programs > MH Tech Library > IO Cards Library.  
To run the *Micro House Technical Library* from Windows 95, select Start > Programs > MH Tech Library > MTL Demo Edition.

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## Diskeeper Lite (Evaluation Copy)

Diskeeper is the premier defragmentation utility for use on Windows NT NTFS partitions.



caution

Diskeeper Lite runs *only* on Windows NT. Don't attempt to install or run this program on a Windows 95 computer.

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TO INSTALL AND RUN DISKEEPER LITE, FOLLOW THESE STEPS:

1. Start Windows Explorer (if you're using Windows 95) or Windows NT Explorer (if you're using Windows NT), and then open the Diskeeper folder on the CD-ROM.
  2. In the Diskeeper folder, double-click Setup.exe and follow the instructions presented onscreen for installing Diskeeper Lite.
  3. To run Diskeeper Lite, select Start > Programs > Diskeeper Lite > Diskeeper Lite.
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