Government of Pakistan

National Vocational and Technical Training Commission

Prime Minister's Hunarmand Pakistan Program

"Skills for All"



Course Contents / Lesson Plan

Course Title: Certificate in CISCO Network Administration

Duration: 6 Months

Course Title	Certificate in CISCO Network Administration
Objectives and	Employable skills and hands-on practice for Certificate in CISCO
Expectations	Network Administration
	This Course will cover the theory, design, engineering, and installation of networks to connect
	digital computers. The course will prepare students to plan and implement a network. Also
	includes peer-to-peer networks, the client-server model, network operating systems, and an
	introduction to wide-area networks. Understanding with different Network Architecture,
	Designing Techniques, Management and configuration techniques with hand zone
	experience. Troubleshooting and monitoring a network while providing High Availability to Organization/Company. Also Securing network form unauthorized access and attackers by
	implementing Security levels and access
	The Course Objectives
	 Understand the principles and concepts on computer networks.
	 Understand general-purpose computer networks.
	 Understand the computer network applications.
	 Understand the knowledge on designing and building a complete Network system.
	 Understanding of Networking techniques
	Campus Design & Enterprise Network
	Configuration of Advance Routing
	Management of Network
	 Troubleshooting Skills
	Network Monitoring Skills
	Network Designing
	High Availability of Network
	Remote Site Management
	Programmability and Automation
	Main Expectations:
	In short, the course under reference should be delivered by professional instructors in such a robust hands-on manner that the trainees are comfortably able to employ their skills for earning money (through wage/self-employment) at its conclusion.
	This course thus clearly goes beyond the domain of the traditional training practices in vogue and underscores an expectation that a market-centric approach will be adopted as the main driving force while delivering it. The instructors should therefore be experienced enough to be able to identify the training needs for the possible market roles available out there. Moreover, they should also know the strengths and weaknesses of each trainee to prepare them for such market roles during/after the training.
	i. Specially designed practical tasks to be performed by the trainees have been included in the Annexure-I to this document. The record of all tasks performed individually or in groups must be preserved by the management of the training Institute clearly labeling name, trade, session, etc so that these are ready to be physically inspected/verified through monitoring visits from time to time. The weekly distribution of

- tasks has also been indicated in the weekly lesson plan given in this document.
- ii. To materialize the main expectations, a special module on <u>Job Search & Entrepreneurial Skills</u> has been included in the latter part of this course (5th & 6th month) through which, the trainees will be made aware of the Job search techniques in the local as well as international job markets (Gulf countries). Awareness around the visa process and immigration laws of the most favored labor destination countries also form a part of this module. Moreover, the trainees would also be encouraged to venture into self-employment and exposed to the main requirements in this regard. It is also expected that a sense of civic duties/roles and responsibilities will also be inculcated in the trainees to make them responsible citizens of the country.
- iii. A module on **Work Place Ethics** has also been included to highlight the importance of good and positive behavior in the workplace in the line with the best practices elsewhere in the world. An outline of such qualities has been given in the Appendix to this document. Its importance should be conveyed in a format that is attractive and interesting for the trainees such as through PPT slides +short video documentaries. Needless to say that if the training provider puts his heart and soul into these otherwise non-technical components, the image of the Pakistani workforce would undergo a positive transformation in the local as well as international job markets.

To maintain interest and motivation of the trainees throughout the course, modern techniques such as:

- Motivational Lectures
- Success Stories
- Case Studies

These techniques would be employed as an additional training tool wherever possible (these are explained in the subsequent section on Training Methodology).

Lastly, evaluation of the competencies acquired by the trainees will be done objectively at various stages of the training and a proper record of the same will be maintained. Suffice to say that for such evaluations, practical tasks would be designed by the training providers to gauge the problem-solving abilities of the trainees.

(i) Motivational Lectures

The proposed methodology for the training under reference employs motivation as a tool. Hence besides the purely technical content, a trainer is required to include elements of motivation in his/her lecture. To inspire the trainees to utilize the training opportunity to the full and strive towards professional excellence. Motivational lectures may also include general topics such as the importance of moral values and civic role & responsibilities as a Pakistani. A motivational lecture should be delivered with enough zeal to produce a deep impact on the trainees. It may comprise of the following:

- Clear Purpose to convey the message to trainees effectively.
- Personal Story to quote as an example to follow.
- Trainees Fit so that the situation is actionable by trainees and not represent a just idealism.

Ending Points to persuade the trainees on changing themselves.

A good motivational lecture should help drive creativity, curiosity, and spark the desire needed for trainees to want to learn more.

The impact of a successful motivational strategy is amongst others commonly visible in increased class participation ratios. It increases the trainees' willingness to be engaged on the practical tasks for a longer time without boredom and loss of interest because they can see in their mind's eye where their hard work would take them in short (1-3 years); medium (3 -10 years) and long term (more than 10 years).

As this tool is expected that the training providers would make arrangements for regular well planned motivational lectures as part of a coordinated strategy interspersed throughout the training period as suggested in the weekly lesson plans in this document.

Course-related motivational lectures online link is available in Annexure-II.

(ii) Success Stories

Another effective way of motivating the trainees is using Success Stories. Its inclusion in the weekly lesson plan at regular intervals has been recommended till the end of the training.

A success story may be disseminated orally, through a presentation, or using a video/documentary of someone that has risen to fortune, acclaim, or brilliant achievement. A success story shows how a person achieved his goal through hard work, dedication, and devotion. An inspiring success story contains compelling and significant facts articulated clearly and easily comprehendible words. Moreover, it is helpful if it is assumed that the reader/listener knows nothing of what is being revealed. The optimum impact is created when the story is revealed in the form of:-

- Directly in person (At least 2-3 cases must be arranged by the training institute)
- Through an audio/ videotaped message (2-3 high-quality videos must be arranged by the training institute)

It is expected that the training provider would collect relevant high-quality success stories for inclusion in the training as suggested in the weekly lesson plan given in this document.

Suggestive structure and sequence of a sample success story and its various shapes can be seen in **Annexure III**.

(iii) Case Studies

Where a situation allows, case studies can also be presented to the trainees to widen their understanding of the real-life specific problem/situation and to explore the solutions.

In simple terms, the case study method of teaching uses a real-life case example/a typical case to demonstrate a phenomenon in action and explain theoretical as well as practical aspects of the knowledge related to the same. It is an effective way to help the trainees comprehend in depth both the theoretical and practical aspects of the complex phenomenon in depth with ease. Case teaching can also stimulate the trainees to participate in

discussions and thereby boost their confidence. It also makes the classroom atmosphere interesting thus maintaining the trainee interest in training till the end of the course. Depending on suitability to the trade, the weekly lesson plan in this document may suggest case studies be presented to the trainees. The trainer may adopt a PowerPoint presentation or video format for such case studies whichever is deemed suitable but only those cases must be selected that are relevant and of a learning value. The Trainees should be required and supervised to carefully analyze the cases. For this purpose, they must be encouraged to inquire and collect specific information/data, actively participate in the discussions, and intended solutions to the problem/situation. Case studies can be implemented in the following ways: -A good quality trade-specific documentary (At least 2-3 documentaries must be arranged by the training institute) Health &Safety case studies (2 cases regarding safety and ii. industrial accidents must be arranged by the training institute) Field visits(At least one visit to a trade-specific major industry/ iii. site must be arranged by the training institute) **Entry-level of** trainees Intermediate By the end of this course, the trainees should gain the following competencies: Learning **Outcomes of** Understanding of Networking techniques Campus Design & Enterprise Network the course Configuration of IP Connectivity Configuration of Advance Routing and Routing Protocols Management of Network Security of Network **Problems Solving Skills** Troubleshooting Skills **Network Monitoring Skills Network Designing** High Availability of Network Remote Site Management Secure and Encrypted traffic b/w branches Implementation of Network Policies Programmability and Automation The total duration of the course: 6 months (26 Weeks) Course **Execution Plan** Class hours: 4 hours per day Theory: 20% Practical: 80% Weekly hours: 20 hours per week (5 days a week) Total contact hours: 520hours

Companies offering jobs in the respective trade	 PTCL Huawei Wateen NetSole Storm Fiber Multinet Nescom Transworld Netcom Worldcall Aplha Enterprises Amigo Technology
Job Opportunities	Network EngineerNetwork Administrator
Opportunities	Network AdministratorIT Support Officer
	Manager / Assistant Manager Networks
	Network support technician
No of Students	25
Learning Place	Classroom / Lab
Instructional Resources	Learning Material:
. 100001000	For Students:
	 https://www.cisco.com/c/en/us/tech/index.html https://www.juniper.net/documentation/ https://docs.fortinet.com/ https://www.cisco.com/c/en/us/tech/multiprotocol-label-switching-mpls https://www.cisco.com/c/en/us/support/docs/ip/open-shortest-path-first-ospf/7039-1.html https://www.cisco.com/c/en/us/td/docs/ios-xml/ios/iproute_bgp/configuration/xe-16/irg-xe-16-book.html https://www.youtube.com/watch?v=svkGASq8mNM https://www.cisco.com/c/en/us/td/docs/security/asa/roadmap/asaroadmap.html
	For Instructor:
	 https://www.netacad.com/ https://www.coursera.org/ https://www.microsoft.com/mct/ https://admin.microsoft.com/Adminportal/Home#/homepage https://support.huawei.com/learning/ https://mylearn.vmware.com/ https://www.fortinet.com/

MODULES

Scheduled	Module Title	Learning Units	Remarks
Week			
Week 1	Introduction to	 Motivational Lecture (For further detail please see 	TASK1
	Networks	Annexure: II)	TASK2
		Motivational Lecture	TASK3
		Course Introduction	
		Success stories	
		Job market	<u>Details may</u>
		Course Applications	<u>be seen at</u> Annexure-I
		Institute Ethics	
		Introduction to Information Technology	
		Introduction to Computer Hardware	
		Introduction to Computer Software	
		Basic Networking Terms	
		TCP/IP & OSI Model	
		Introduction to Network Devices	
Week 2	Addressing	Success stories	TASK 4
	Schemes/Lab Setup	(For further detail please see	_ , ,,
		Annexure: III)	<u>Details may</u> <u>be seen at</u>
		IPv4 Addressing:	Annexure-I
		History of IPv4 Addressing	
		Format of IPv4 Addressing	
		Classification of IPv4 Addressing	

Calculating Number of networks in classes Calculation number of hosts per network Concept of Network-id and Broadcastid Subnet Mask and Wildcard Mask • Concept of Default Gateway Routed & Non-Routed Ports Rules of IP addressing for Routed **Ports** Classless IP addressing: • Subnetting and Super-netting IPv6 Addressing: History of IPv6 Addressing Format of IPv6 addressing Network Prefix and Interface ID Types of IPv6 Addresses MAC Addressing: History of MAC addressing Format of MAC addresses • Types of MAC addresses Download and Install Recommended Software: 1. Putty/Secure CRT

		2.	Cisco Packet Tracer	
		3.	GNS3	
Week 3	Basic Labs/ Advanced Configuration	•	Motivational Lecture (For further detail please see Annexure: II)	TASK 5 TASK 6
		•	Basic Lab Setup with Cisco and Huawei Devices.	TASK7
		•	LAN and WAN cables Physical Overview of Routers and	TASK8
			Switches. How to access network devices locally.	
			Difference between local and remote access.	<u>Details may</u> <u>be seen at</u> <u>Annexure-l</u>
		•	Introduction to terminal applications such as Putty, Hyper terminal and Secure CRT etc.	
		•	Introduction to Cisco IOS and CLI.	
		•	Initial Configuration of Cisco IOS. Introduction of different modes of Cisco IOS.	
		•	Configure and verify clock	
		•	Configure and verify hostname Configure and verify user access verification or login password	
		•	Configure and verify enable password Configure and verify enable secret	
		•	Learn how to modify, copy, write and	

erase configuration. Verify running-config and startupconfig Create username, password and their privileges Configure and verify NTP: Network Time Protocol Password Recovery Introduction to LAN and WAN interfaces. How to configure and troubleshoot Ethernet and Serial interfaces. Configure description on interfaces. Configure ipv4 and ipv6 addresses on interfaces. Configure Keepalive, clock rate and encapsulation on interfaces. • How to make admin up and down interfaces. • Verify connectivity with test traffic. • Introduce ICMP-echo and echo-reply. • Use of ping command and understand output. • Impact of round-trip time. Remote-access with TELNET and SSH • IOS and Configuration Backup with

	1	TFTP	
		 Configure and verify CDP Configure and verify LLDP 	
Week 4	Basic Routing	Success stories (For further detail please see Annexure: III)	Task 10 Task 11
		Introduction to Routing for reachability.	Task 12
		 Understand next hop. How to configure next hop with: 	Task 13
		Outgoing interface	Details may be seen at
		Next Hop IP address	<u>Annexure-I</u>
		Understand static routing.	
		 Configure and verify static routing for IPv4 	
		Introduction to Dynamic Routing	1 st Monthly
		Types of routing protocols	Test at end of month
		Interior gateway protocols:	(Week-4)
		RIP: Routing Information Protocol	
		OSPF: Open Shortest Path First	
		 IS-IS: Intermediate System to Intermediate System 	
		Exterior Gateway protocols:	
		BGP: Border Gateway Protocol	
		Administrative Distance or preference	

		of routing methods.	
		Configure and verify Default Routing.	
		Configure and verify DHCP Relay	
		Agent.	
Week 5	Deep Dive into Dynamic Routing	 Motivational Lecture (For further detail please see Annexure: II) Understand and Implement Routing Information Protocol. 	TASK14 Details may be seen at Annexure-I
		 OSPF: Open Shortest Path First 	
		Link State Algorithm	
		OSPF Process-id.	
		OSPF Router-id.	
		Configure Loopback Interfaces	
		OSPF Area-id.	
		OSPF contiguous wildcard mask	
		OSPF Metric: cost	
		OSPF Tables:	
		 Configure and verify single area OSPF. 	
		 Design and implement multiple area OSPF. 	
		Regular and transit area.	
		Define Internal Router, Backbone	
		Router, Backbone Internal Router,	
		Area Border Router and ASBR.	

Introduce and configure redistribution. Define seed/external metric. Type 1 and Type 2 seed metric. Static routes with null-0 for testing. Based Routing Success stories (For further detail please see Annexure: III) Introduction to PBR tools: Route-map IP prefix-list Distribute-list ACL Example1: Industry Scenario-1 to implement PBR Example2: Industry Scenario-2 to implement PBR OSPF Packet types OSPF neighbor states OSPF over multi-access networks DR, BDR and DRO roles in multi-access networks.
Static routes with null-0 for testing. OSPF and Policy Based Routing Success stories (For further detail please see Annexure: III) Introduction to PBR tools: Route-map IP prefix-list Distribute-list ACL Example1: Industry Scenario-1 to implement PBR Example2: Industry Scenario-2 to implement PBR OSPF Packet types OSPF neighbor states OSPF over multi-access networks DR, BDR and DRO roles in multi-access networks.
Week 6 OSPF and Policy Based Routing Success stories (For further detail please see Annexure: III) Introduction to PBR tools: Route-map IP prefix-list Distribute-list ACL Example1: Industry Scenario-1 to implement PBR Example2: Industry Scenario-2 to implement PBR OSPF Packet types OSPF neighbor states OSPF over multi-access networks DR, BDR and DRO roles in multi-access networks.
Based Routing (For further detail please see Annexure: III) Introduction to PBR tools: Route-map IP prefix-list Distribute-list ACL Example1: Industry Scenario-1 to implement PBR Example2: Industry Scenario-2 to implement PBR OSPF Packet types OSPF neighbor states OSPF over multi-access networks Details man be seen at Annexure-I
 Introducing OSPF LSA types 1 to 7. Regular area types: Stub Area Totally Stubby area

		- NSSA: Not So Stubby Area	
		- Totally NSSA	
Week 7	OSPF Design constraints and filtering	 Motivational Lecture (For further detail please see Annexure: II) Configure and verify OSPF Virtual Links. Continuous and discontinuous OSPF backbones. OSPF filters: IP prefix-lists Area filters Passive interface Route summarization authentication Class Project to revise and understand industrial challenges related to OSPF and Policy based routing. 	TASK 16 TASK 17 TASK 18 Details may be seen at Annexure-I
Week 8	Deep Dive into Exterior Gateway Protocol	 Success stories (For further detail please see Annexure: III) Introduction to EGP Historical Background Introduction to Multihoming BGP fundamentals. Internal and External BGP. BGP attributes: 	TASK 19 TASK 20 TASK 21 TASK 22 TASK 23 2 nd

		Weight	Monthly
		 Weight Local preference As-path Multi exit discriminator Origin Router-id BGP route-summarization PBR with BGP attributes and PBR tools Full Mesh i-BGP Route-reflector configuration BGP configuration best practices BGP Packet types and states BGP authentication) 	Monthly Test Details may be seen at Annexure-I 2nd Monthly Test at end of month (Week-8)
Week 9	Deep Dive into Intermediate System to Intermediate System.	 Motivational Lecture (For further detail please see Annexure: II) Understanding IS-IS routing protocol. Importance of IS-IS in ISPs. Comparison of OSPF and IS-IS IS-IS L1, L2 and L1L2 Router roles IS-IS L1, L2 and L1L2 neighbor relation. IS-IS PDUs: 	TASK 24 TASK 25 TASK 26 TASK 27 Details may be seen at Annexure-I

		L1 Hello PDU	
		L2 Hello PDU	
		• L1 & L2 PSNP	
		• L1 & L2 CSNP	
		IS-IS over multi-access network	
		DIS role in multi-access network	
		Route Leaking from L2 into L1	
		IS-IS for AF IPv6	
		 Configure and verify Static Routing for IPv6 addresses. 	
		Configure and verify RIP-ng	
		 Configure and verify OSPF-v3 	
		Configure and verify BGP (AF-IPv6)	
Week 10	MPLS & MPLS L3	Success stories	TASK 28
	VPN	(For further detail please see Annexure: III)	TASK 29
		Understanding Switching	
		Architectures:	Details may be seen at
		Control Plane	<u>Annexure-I</u>
		Data Plane	
		Understanding Routing Information	
		Base	
		 Understanding Forwarding Information Base 	
		Understanding MPLS	

		MPLS header	
		MPLS Labels	
		Label Information Base	
		Label Forwarding Information Base	
		Label Allocation	
		Label Distribution	
		Label Retention	
		Configure and verify basic MPLS	
		Understanding MPLS VPN	
		• VRF	
		Route Distinguisher	
		Route Targets	
		• MP-BGP	
Week 11	Ethernet Switching	Motivational Lecture	TASK 30
		(For further detail please see Annexure: II)	TASK 31
		 Forwarding on the basis of MAC 	TASK 32
		Addresses Address Resolution	TAGIC 32
		Protocol	TASK 33
		ARP Table/Cache Switchport Modes	
		Access Ports Trunk Ports	Details may
		Static Trunk Dynamic Trunk DTP	be seen at Annexure-I
		Dynamic Desirable Dynamic Auto	
		Dot1q and ISL SPAN	
		• RSPAN	

		Broadcast Domain Collision Domain	
Week 12	VLANS/ Inter VLAN Routing	 Success stories (For further detail please see	Details may be seen at Annexure-I
		 Voice VLANS Inter VLAN routing with Access ports Inter VLAN routing with Router on a Stick Inter VLAN routing with SVI (MLS) Inter VLAN routing with Routed and Non-Routed Ports Concept of SVI 	
	Build your CV	Download professional CV template from any good site (https://www.coolfreecv.com or relevant) Add Personal Information Add Educational details Add Experience/Portfolio Add contact details/profile links 	
Week 13	Mi	d-Term Assignment/Exam	

Week 14	L2 Redundancy STP/RSTP/MSTP	 Motivational Lecture (For further detail please see Annexure: II) Introduction to L2 redundancy Infinite switching loops Broadcast storm Inconsistent MAC address table Introduction to Spanning-tree protocol Bridge-id Root Bridge Non-Root Bridge Switch Role Election Port Role Election Root Port Designated Port Non-Designated/Block Port Impact of Bridge-id Path Cost Sender's Port-id Per VLAN STP: PVST PVST+ Load-balancing and redundancy Implementing Portfast feature. BPDU Filter Root Guard Loop Guard Understand & Implement MST 	Details may be seen at Annexure-I
Week 15	Link Aggregation Link Bundling EtherChannel Gateway Redundancy	 Motivational Lecture (For further detail please see Annexure: II) Introduction to link aggregation Configure and verify EtherChannel Port Channel Channel Group Static Implementation Dynamic 	TASK 34 Details may be seen at Annexure-I

	1	EtherChannel with	
		 - PagP - LACP Different Load-balancing techniques. Introduce First Hop Redundancy Hot Standby Routing Protocol HSRP tracking 	
Week 16	Gateway	Success stories	TASK 35
	Redundancy & Switch Security	(For further detail please see Annexure: III)	TASK 36
	Sociality	 Implementing VRRP Object Tracking 	3 rd Monthly
		Implementing GLBP	Test
		- AVG	
		- AVF	<u>Details may</u>
		 Implementing GLBP Object Tracking 	<u>be seen at</u> <u>Annexure-I</u>
		Implementing Switch Port Security	<u>одаго т</u>
		DHCP Snooping	
		Dynamic ARP Inspection VACL	
		 VLAN access-maps 	
	Create an account	Create an account by following these steps:	
	profile on Fiverr (at	Step 1: Personal Info	
	least two gigs) and Upwork	Step 2: Professional Info	
	Ормогк	Step 3: Linked Accounts	
		Step 4: Account Security	
Week 17	IP Traffic	Motivational Lecture	TASK 37
	Management	(For further detail please see Annexure: II)	Details may
		Introduction to Access Control List	be seen at
		- Introduction to Access Control List	<u>Annexure-I</u>
	na and Claud Camputina		

		 Configure and verify standard ACL Configure and verify extended ACL Contiguous and dis-contiguous wildcard mask Implement named and numbered ACL Introduction to public and private IP addresses 	3rd Monthly Test at end of month (Week-17)
		 Introduction to NAT and PAT. Configure and verify network address translation Configure and verify PAT/NAT-overloading 	
Week 18	Multicasting & QoS	 Success stories (For further detail please see Annexure: III) Motivational Lecture (For further detail please see Annexure: II) Multicast Source & Client Multicast Routing Protocol Independent Multicast PIM Dense Mode PIM Sparse Mode Rendezvous Point: RP Multicast Domain BSR 	TASK 38 Details may be seen at Annexure-I

		• IGMP	
		 Introduction to Quality of Service Network Congestion Management Classification and Marking IP Precedence DSCP 	
		 Congestion avoidance with WRED Queueing Techniques 	
		Policing and Shaping	
Week 19	Implementing VPNs DMVPN	 Motivational Lecture (For further detail please see Annexure: II) Introduction to Virtual Private Networks Configure and verify GRE tunnels Configure and verify IP-Sec IKE 1 IKE 2 Configure and verify DMVPN Phase 1 Phase 2 Phase 3 	TASK 39 Details may be seen at Annexure-I
Week 20	WLAN (Wireless LAN)	 Success stories (For further detail please see Annexure: III) Introduction to Wireless Networks Introduction to Wireless LANs Wireless LAN 802.11 Service Sets Introduction to Wireless Security 	Details may be seen at Annexure-I 4th Monthly Test at end of month

		Wireless Authentication Methods	(Week-20)
		Wireless Encryption and Integrity	
		Wi-Fi Protected Access (WPA)	
		Cisco Wireless Network Architectur	res
		Cisco WLC Deployment Models	
		Cisco Wireless AP Modes	
		Cisco Wireless LAN Controller (WL	.C)
		Basic Configuration	
		Cisco WLC WPA2 PSK Authentica	tion
Week 21	Employable	Motivational Lecture	TASK41
	Project/Assignment	(For further detail please see	Detaile man
	(6 weeks (i.e 21-26)	Annexure: II)	<u>Details may</u> <u>be seen at</u>
	in addition to regular		Annexure-I
	classes.	 Guidelines to the Trainees for 	
		selection of students employable	
		project like final year project (FYP)	
		Assign Independent project to each	า
		Trainee	
		A project based on trainee's aptitude	de
		and acquired skills.	
		Designed by keeping in view the	
		emerging trends in the local marke	t as
		well as across the globe.	
		The project idea may be based on	
		Entrepreneur.	
		Leading to the successful employm	nent.
		 The duration of the project will be 6 	5

			weeks	
		•	Ideas may be generated via different sites such as: https://1000projects.org/ https://nevonprojects.com/ https://www.freestudentprojects.com/ https://technofizi.net/best-computer-science-and-engineering-cse-project-topics-ideas-for-students/	
		•	Final viva/assessment will be conducted on project assignments. At the end of session the project will be presented in skills competition The skill competition will be conducted on zonal, regional and National level. The project will be presented in front of Industrialists for commercialization	
Week 22	Switch Security/ Automation & Device Programmability	•	Success stories (For further detail please see Annexure: III) Port Security AAA and 802.1X Authentication AAA Authentication on Switch VLAN Access-List (VACL)	Details may be seen at Annexure-I

	VLAN Hopping	
	DHCP Snooping	
	ARP Poisoning	
	DAI (Dynamic ARP Inspection)	
	Introduction to REST API	
	Network Automation and Orchestration	
	Data Models and Structures	
	Device Programmability	
	Bevioe Fregrammability	
How to search and apply for jobs in at least two labor marketplace countries (KSA, UAE, etc.)	 Browse the following website and create an account on each website Bayt.com – The Middle East Leading Job Site Monster Gulf – The International Job Portal Gulf Talent – Jobs in Dubai and the Middle East Find the handy 'search' option at the top of your homepage to search for the jobs that best suit your skills. Select the job type from the first 'Job Type' drop-down menu, next, select the location from the second drop-down menu. Enter any keywords you want to use to find suitable job vacancies. On the results page you can search for part-time jobs only, full-time jobs only, employers only, or agencies only. Tick the boxes as appropriate to your search. 	
	 Search for jobs by: Company Category Location All jobs Agency Industry 	

Week 23	Troubleshooting	 Understand network troubleshooting tools and techniques Ping Syslog: Debugging Conditional debugging Traceroute telnet Advanced show commands with filters Class Project1: Troubleshoot RIP related issues. Class Project2: Troubleshoot OSPF related issues 	TASK 43 Details may be seen at Annexure-I
Week 24	Firewall – Part 1	 Success stories (For further detail please see Annexure: III) Introduction to firewall Firewall Security Levels Dynamic NAT Configuration Dynamic NAT with DMZ PAT Configuration Per-Session vs Multi-Session PAT Static NAT NAT Port Forwarding Access-List Introduction Remove Access-List Object-Group Access-List Time Based Access-List 	TASK 44 Details may be seen at Annexure-I

Week 25	Firewall – Part 2	 Motivational Lecture (For further detail please see Annexure: II) Sub-Interfaces, VLANs and Trunking Site-to-Site IPsec VPN IPsec VPN Dynamic Peer Remote Access IPsec VPN VPN Filter Anyconnect Remote Access SSL VPN Active / Standby Failover Configuration 	Details may be seen at Annexure-I
Week 26	Entrepreneurship and Final Assessment in project	 Success stories (For further detail please see	

	Stakeholders Power Grid	
	 RACI Model, SWOT Analysis, PEST Analysis 	
	SMART Objectives	
	• OKRs	
	 Cost Management (OPEX, CAPEX, ROCE etc.) 	
	Final Assessment	

Tasks For Certificate in Networking and Cloud Computing

Tas k No.	Task	Description	Week		
	Big Data Analytics				
1	Search Top Pakistani Freelancers	Search any three freelancing sites(Fiverr, Upwork, Guru, etc.) and list down the top 5 profiles related to course	Week-1		
2	Find the career path	Prepare a career path related to your course and also highlight the emerging trends in the local as well as international market	Week-1		
3	Work Ethics	Generate a report on Institute work ethics and professionalism related to course	Week-1		
4	Installation of simulators and connectivity of devices	attach a Router & Switch with PC via console cable Installation of Packet Tracer & GNS3 Import Router Images in GNS3 Router Modes Ping & Extended Ping How to Telnet a Router	Week-2		
4A	Configure Basic Router Settings	Part 1: Set Up the Topology and Initialize Devices Cable equipment to match the network topology. Initialize and restart the router and switch. Part 2: Configure Devices and Verify Connectivity Assign static IPv4 and IPv6 information to the PC interfaces. Configure basic router settings. Configure the router for SSH. Verify network connectivity. Part 3: Display Router Information Retrieve hardware and software information from the	Week-2		

Tas k No.	Task	Г	escription	Week
		•	from the startup configuration. from the routing table. the interfaces.	
5 6 7 8 9	Configure Routers through CLI	Settings Part 2: Configure difference Part 3: Take the Consequence Password Part 4: Recover the Consequence Part 5: Configure encounterfaces	apsulation and clock rate on IPv6 addresses and verify traffic	
10 11 12 13	Configure IPv4 and IPv6 Static and Default Routes	Device Interface IP Address / Prefix R1 G0/0/0 172.16.1.1 /24 2001:db8:acad:2::1 /64 fe80::1		Week-4

Tas k No.	Task	Description					Week	
		ſ	R1	G0/0/1	192.168.1.1 /24			
					2001:db8:acad:1::1 /64			
					fe80::1			
				Loopback1	10.1.0.1 /24			
					2001:db8:acad:10::1 /64			
					fe80::1			
				Loopback2	209.165.200.225 /27			
					2001:db8:acad:209::1 /64			
					fe80::1			
		i	R2	G0/0/0	172.16.1.2 /24			
					2001:db8:acad:2::2 /64			
					fe80::2			
				G0/0/1	192.168.1.2 /24			
					2001:db8:acad:1::2 /64			
					fe80::2			
				Loopback1	10.2.0.1 /24			
					2001:db8:acad:11::2 /64			
					fe80::2			
				Loopback2	209.165.200.193 /27			
					2001:db8:acad:210::1 /64			
					fe80::2			
		Part 1: Build the Network and Configure Basic Device Settings Part 2: Configure and verify IP and IPv6 addressing on R1 and R2 Part 3: Configure and verify static and default routing for IPv4 on R1 and R2 Part 4: Configure and verify static and default routing for IPv6 on R1 and R2						

Tas k No.	Task			Week					
				Week-5					
		Devi ce	Interfa ce	IP Address	Subnet Mask	Default Gateway	Swit ch Port		
	Configure Single & Multi Area OSPF	R1	G0/1	192.168. 1.1	255.255.255. 0	N/A	S1 F0/5		
		IXI	S0/0/0 (DCE)	10.1.1.1	255.255.255. 252	N/A	N/A		
14 15		R2	S0/0/0	10.1.1.2	255.255.255. 252	N/A	N/A		
		TVZ	S0/0/1 (DCE)	10.2.2.2	255.255.255. 252	N/A	N/A		
		R3	G0/1	192.168. 3.1	255.255.255. 0	N/A	S3 F0/5		
		110	S0/0/1	10.2.2.1	255.255.255. 252	N/A	N/A		
		PC-A	NIC	192.168. 1.3	255.255.255. 0	192.168. 1.1	S1 F0/6		
		PC-C	NIC	192.168. 3.3	255.255.255. 0	192.168. 3.1	S3 F0/1 8		
			• (1: Config Configure and access	hostnames, s passwords	Device Settings interface IP add :. ynamic routing p	resses,Rou	ters's ID	

Tas k No.	Task		Description					
		OSPF 123 Area 1	OSPF 123 Area 0 172.16.0.0/3/ 2 2 2 00/0/1 1 10.10.0.0/4	CD: 1.1.1.1 RID: 3.3	127.16.10/09 23.10.10/09 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Week- 6,7	
	Configuring IPv6 and advance OSPF	De	evice	Interface	IPv4 Address			
		R	R1	G0/0/0	172.16.0.2/30			
				G0/0/1	10.10.0.1/30			
		R	2	Lo0	209.165.200.225/27			
16 17				G0/0/0	172.16.0.1/30			
18				G0/0/1	172.16.1.1/30			
		R	3	G0/0/0	172.16.1.2/30			
				G0/0/1	10.10.4.1/30			
		D	1	G1/0/11	10.10.0.2/30			
				G1/0/23	10.10.1.1/24			
		D	2	G1/0/11	10.10.4.2/30			
				G1/0/23	10.10.5.1/24			
		P	C1	NIC	10.10.1.10/24			
		P	C2	NIC	10.10.5.10/24			
		Settings a	ind Inte infigure 2 ng Link	erface Addr e and Verify State Annou	Multiarea OSPF for I			

Tas k No.	Task		Week					
		Devi ce	Interfa ce	IPv4 Address	IPv6 Address	IPv6 Link- Local		
		R1	G0/0/0	172.16.0.2/30	2001:db8:acad:a0 01::2/64	fe80::1 :2		
			G0/0/1	10.10.0.1/30	2001:db8:acad:10 01::1/64	fe80::1 :1		
		R2	Lo0	209.165.200.2 25/27	2001:db8:feed:209 ::1/64	fe80::2 :3		
			G0/0/0	172.16.0.1/30	2001:db8:acad:a0 01::1/64	fe80::2 :1		
			G0/0/1	172.16.1.1/30	2001:db8:acad:a0 02::1/64	fe80::2 :2		
		R3	G0/0/0	172.16.1.2/30	2001:db8:acad:a0 02::2/64	fe80::3 :2		
			G0/0/1	10.10.4.1/30	2001:db8:acad:20 01::1/64	fe80::3 :1		
		D1	G1/0/1 1	10.10.0.2/30	2001:db8:acad:10 01::2/64	fe80::d 1:2		
			G1/0/2 3	10.10.1.0/24	2001:db8:acad:10 02::1/64	fe80::d 1:1		
		D2	G1/0/1 1	10.10.4.2/30	2001:db8:acad:20 01::2/64	fe80::d 2:2		
			G1/0/2 3	10.10.5.1/24	2001:db8:acad:20 02::1/64	fe80::d 2:1		
	Part 1: Build the Topology and Configure Basic Device Settings and IP Addressing Part 2: Configure Traditional OSPFv3 for IPv6 on D1 Part 3: Configure OSPFv3 for Address Families (AF) IPv4 and AF IPv6 Part 4: Verify OSPFv3 AF							

Tas k No.	Task	Description	Week
		Part 5: Tune OSPFv3 AF	
19 20 21 22 23		Objectives: Part 1: Describe the usage of bgp weights to influence bgp route selection process Part 2: Change bgp Local Preference attribute Part 3: Configure bgp MED value with a route-map Part 4: Configure AS path prepending Part 5: Monitor how ebgp loop avoidance mechanism happens.	Week-8
24 25 26 27	ISIS Configuration	Objectives: R1 and R2 are in area 12, R3 and R4 in area 34. R1 intra-area routers configure as level 1 routers. R2 and R4 form the backbone, configure as level 1-2 routers Configure Route Leaking	Week-9

Tas k No.	Task Description		Week
		Configure Pseudonode	
28 29	MPLS L3 VPN Configuration	Objective There are five routers where AS 234 is the service provider. There's one customer with two sites, AS 1 and AS 5. Our customer wants to exchange 1.1.1.1 /32 and 5.5.5.5 /32 between its sites using BGP. To achieve Configure IGP and LDP within the service provider network. Configure VRFs on the PE routers. Configure BGP between the PE routers. Configure BGP between the PE and CE routers	Week- 10

Tas k No.	Task			Desc	cription			Week
			F0/5 S1 F0/6	F0/1	2.168.1.0/24 F0/1 S2 F0/ PC-B	/18		Week- 11
30 31	Securing Layer 2	Devi ce	Interfa ce	IP Address	Subnet Mask	Default Gateway	Swit ch Port	
32 33	Switches	R1	G0/1	192.168.1 .1	255.255.25 5.0	N/A	S1 F0/5	
		S1	VLAN 1	192.168.1 .2	255.255.25 5.0	N/A	N/A	
		S2	VLAN 1	192.168.1 .3	255.255.25 5.0	N/A	N/A	
		PC-A	NIC	192.168.1 .10	255.255.25 5.0	192.168. 1.1	S1 F0/6	
		РС-В	NIC	192.168.1 .11	255.255.25 5.0	192.168. 1.1	S2 F0/18	
		Build Conf Part Conf Conf Verif	the topologique the had been seen to be a configure SSH igure an S by the configure and seen the configuration	ogy. nostname, IP ure SSH Acc version 2 ac SSH client to a guration.	address, and a cess to the Sw cess on the sw access the swi	access pass vitches vitch. tch.		

Tas k No.	Task	Description	Week
		Change the native VLAN for trunk ports. Verify trunk configuration. Enable storm control for broadcasts. Configure access ports. Enable PortFast and BPDU guard. Verify BPDU guard. Enable root guard. Enable loop guard. Configure and verify port security. Disable unused ports. Move ports from default VLAN 1 to alternate VLAN. Configure the PVLAN Edge feature on a port. Part 4: Configure IP DHCP Snooping Configure DHCP on R1. Configure Inter-VLAN communication on R1. Configure S1 interface F0/5 as a trunk. Verify DHCP operation on PC- A and B. Enable DHCP Snooping. Verify DHCP Snooping.	
34	Implement Spanning Tree Protocols	Objectives Observe default Spanning Tree behavior Implement Rapid Spanning Tree Implement STP tool kit components Configure Etherchannel Configure Portfast and enable Protection	Week- 14 & 15

Tas k No.	Task	Description	Week
			Week-
35 36		Part 1: Configure Vrrp groups G1 & G2 and assing virtual ips Part 2: Configure vrrp priority and enable preemtion and also enable tracking	16

Tas k No.	Task		Description			Week		
		Lo1 G0/0/1	FO/5 51 FO/6 PC-A	FO/18 FO/5 GO/0/	TI RZ			Week- 17
		Devic e	Interface	IP Addres s	Subnet Mask	Default Gatew ay	Part 1: Build the Netwo	
		R1	G0/0/1	N/A	N/A	N/A	rk and Confi	
			G0/0/1.20	10.20.0. 1	255.255.25 5.0		gure Basic Devic	
			G0/0/1.30	10.30.0. 1	255.255.25 5.0		e Settin gs	
37	Access List		G0/0/1.40	10.40.0. 1	255.255.25 5.0		Part 2: Confi	
			G0/0/1.10 00	N/A	N/A	gure and		
			Loopback 1	172.16.1 .1	255.255.25 5.0		Verify Exten ded	
		R2	G0/0/1	10.20.0. 4	255.255.25 5.0	N/A	Acces s Contr	
		S1	VLAN 20	10.20.0. 2	255.255.25 5.0	10.20.0 .1	ol List	
		S2	VLAN 20	10.20.0. 3	255.255.25 5.0	10.20.0 .1		
		PC-A	NIC	10.30.0. 10	255.255.25 5.0	10.30.0		
		PC-B	NIC	10.40.0. 10	255.255.25 5.0	10.40.0		
			.1 192.168.1.0/2	24 .254 .1 Gi0/3	192.168.12.0/24 .2 /1————————————————————————————————————	.254 -Gi0/3		Week-
				RI .1	192,168,13,0124	192.168.23.		18
38	Multicast Configuration				00 3 .3	0/24 -Gi0/3	нз	
		Part-1 Configure Unicast Routing						
		Pa	art-2 Config	jure PIM [OM			

Tas k No.	Task	Description	Week
		OR Part-3 Configure PIM SP Part-4 Configure IGMP snooping Part-5 Monitor RPF	
39	DM VPN Configuration	Configure three routers, one hub and two spoke routers. The underlay network uses subnet 192.168.123.0/24 and the overlay network (our tunnel interfaces) use 172.16.123.0/24. • Configure DM VPN phase 1 • Configure DM VPN phase 2 • Configure DM VPN phase 3	Week- 19
40	WLAN split-MAC Architecture	Configure WLC wizard Configuration Configure switch basic configuration Access the WLC through Management IP Configure SSID for the guest wireless users	Week- 20
41	Project	Implement a Project as per instructor	Week- 21

Tas k No.	Task			Descri	iption		Week
	Securing Administrative Access Using AAA and RADIUS 10.1.1.0/30 S0/0/0 R2 S0/0/1 DCE 10.2.2.0/30 S0/0/1 F0/1 F0/1 F0/5 S1 F0/18 F						Week- 22
		Devic e	Interfac e	IP Address	Subnet Mask	Default Gateway	
		R1	G0/1	192.168.1. 1	255.255.255.0	N/A	
			S0/0/0 (DCE)	10.1.1.1	255.255.25 2	N/A	
42		R2	S0/0/0	10.1.1.2	255.255.25 2	N/A	
42		K2	S0/0/1 (DCE)	10.2.2.2	255.255.25 2	N/A	
		R3	G0/1	192.168.3. 1	255.255.255.0	N/A	
		INO	S0/0/1	10.2.2.1	255.255.25 2	N/A	
		PC-A	NIC	192.168.1. 3	255.255.255.0	192.168.1. 1	
		PC-C	NIC	192.168.3. 3	255.255.255.0	192.168.3. 1	
		Part	1: Configui	re Basic Devi	ce Settings		
		p	asswords.		rface IP addresses		
			_		mic routing protocol		
			_		ite VPN Using Cisongs Son R1 and R3.		
			-		N configuration.		
		• T	est IPsec V	PN operation.			

Tas k No.	Task		Description					Week
43	Trouble shooting	Task w	ask will be given on the real time.					Week-
								23 Week-
								24-25
				S0/0/0 R2 S0/0/0 S0/0/0 S0/0	Internet Zone 10.2.2.0/30 S0/0/1 ConfRoom 192.168.33.0/ G0/1 F0/5 S3 F0/1 PC-B 192.168.3.0/24 Inside Zone	24		
		Devi ce	Interfa ce	IP Address	Subnet Mask	Default Gateway	Swit ch Port	
	Configuring Zono	R1	G0/1	192.168. 1.1	255.255.255 .0	N/A	S1 F0/5	
44	Configuring Zone- Based Policy Firewalls		S0/0/0 (DCE)	10.1.1.1	255.255.255 .252	N/A	N/A	
		R2	S0/0/0	10.1.1.2	255.255.255 .252	N/A	N/A	
			S0/0/1 (DCE)	10.2.2.2	255.255.255 .252	N/A	N/A	
		R3	G0/0	192.168. 33.1	255.255.255 .0	N/A	N/A	
			G0/1	192.168. 3.1	255.255.255 .0	N/A	S3 F0/5	
			S0/0/1	10.2.2.1	255.255.255 .252	N/A	N/A	
		PC-A	NIC	192.168. 1.3	255.255.255 .0	192.168. 1.1	S1 F0/6	
		РС-В	NIC	192.168. 3.3	255.255.255 .0	192.168. 3.1	S3 F0/1	
		PC- C	NIC	192.168. 33.3	255.255.255 .0	192.168. 33.1	N/A	

Tas k No.	Task	Description	Week
		 Part 1: Basic Router Configuration Configure host names, interface IP addresses, and access passwords. Configure the static routes to enable end-to-end connectivity. Part 2: Configuring a Zone-Based Policy Firewall (ZPF) Use the CLI to configure a Zone-Based Policy Firewall. Use the CLI to verify the configuration. 	
47	Final project	Final project Assessment	Week- 26

Certificate in CISCO Network Administration

Success Story of Debanjan

https://www.youtube.com/watch?v=Ospoci_cmgc

21 Yr Old Pakistani Fiverr Millionaire | 25-35 Lakhs a Month Income | Interview

https://www.youtube.com/watch?v=9WrmYYhr7S0

Success Story of a 23 Year - Old SEO Expert | How This Business Works | Urdu Hindi Punjabi

https://www.youtube.com/watch?v=tlQ0CWgszl0

Failure to Millionaire - How to Make Money Online | Fiverr Superhero Aaliyaan Success Story

https://www.youtube.com/watch?v=d1hocXWSpus

What is freelancing and how you can make money online - BBCURDU

https://www.youtube.com/watch?v=9jCJN3Ff0kA

What Is the Role of Good Manners in the Workplace? By Qasim Ali Shah | In Urdu

What Is the Role of Good Manners in the Workplace? By Qasim Ali Shah | In Urdu https://www.youtube.com/watch?v=Qi6Xn7yKIIQ

Hisham Sarwar Motivational Story | Pakistani Freelancer

https://www.youtube.com/watch?v=CHm_BH7xAXk

21 Yr Old Pakistani Fiverr Millionaire | 25-35 Lakhs a Month Income | Interview https://www.youtube.com/watch?v=9WrmYYhr7S0

Success Story of a 23 Year - Old SEO Expert | How This Business Works | Urdu Hindi Punjabi

https://www.youtube.com/watch?v=tIQ0CWgszI0

https://www.youtube.com/watch?v=d1hocXWSpus 46 Networking and Cloud Computing	Failure to Millionaire - How to Make Money Online Fiverr Superhero Aaliyaan Success Story
46 Networking and Cloud Computing	https://www.youtube.com/watch?v=d1hocXWSpus
46 Networking and Cloud Computing	
	46 Networking and Cloud Computing

Annexure-II

SUGGESTIVE FORMAT AND SEQUENCE ORDER OF MOTIVATIONAL LECTURE.

Mentor

Mentors are provided an observation checklist form to evaluate and share their observational feedback on how students within each team engage and collaborate in a learning environment. The checklist is provided at two different points: Once towards the end of the course. The checklists are an opportunity for mentors to share their unique perspective on group dynamics based on various team activities, gameplay sessions, pitch preparation, and other sessions, giving insights on the nature of communication and teamwork taking place and how both learning outcomes and the student experience can be improved in the future.

Session-1 (Communication):

Please find below an overview of the activities taking place Session plan that will support your delivery and an overview of this session's activity.

Session- 1 OVERVIEW

Aims and Objectives:

- To introduce the communication skills and how it will work
- Get to know mentor and team build rapport and develop a strong sense of a team
- Provide an introduction to communication skills
- Team to collaborate on an activity sheet developing their communication, teamwork, and problem-solving
- Gain an understanding of participants' own communication skills rating at the start of the program

Activity:	Participant Time	Teacher Time	Mentor Time
Intro Attend and contribute to the scheduled.			
Understand good communication skills and how it works.			
Understand what good communication skills mean			
Understand what skills are important for good communication skills			
Key learning outcomes:	Resources:		Enterprise skills developed:
 Understand the communication skills and how it works. 	PodiumProjectorComputer		CommunicationSelf ConfidenceTeamwork

 Understand what communication skills 	Flip ChartMarker	
mean		
 Understand what skills are important for communication skills 		

Schedule	Mentor Should do
Welcome: 5 min	Short welcome and ask the Mentor to introduce him/herself. Provide a brief welcome to the qualification for the class. Note for Instructor: Throughout this session, please monitor the session to ensure nothing inappropriate is being happened.
Icebreaker: 10 min	Start your session by delivering an icebreaker, this will enable you and your team to start to build rapport and create a team presentation for the tasks ahead. The icebreaker below should work well at introductions and encouraging communication, but feel free to use others if you think they are more appropriate. It is important to encourage young people to get to know each other and build strong team links during the first hour; this will help to increase their motivation and communication throughout the sessions.
Introduction & Onboarding: 20mins	Provide a brief introduction of the qualification to the class and play the "Onboarding Video or Presentation". In your introduction cover the following: 1. Explanation of the program and structure. (Kamyab jawan Program) 2. How you will use your communication skills in your professional life. 3. Key contacts and key information – e.g. role of teacher, mentor, and SEED. Policies and procedures (user agreements and "contact us" section). Everyone to go to the Group Rules tab at the top of their screen, read out the rules, and ask everyone to verbally agree. Ensure that the consequences are clear for using the platform outside of hours. (9am-8pm) 4. What is up next for the next 2 weeks ahead so young people know what to expect (see pages 5-7 for an overview of the challenge). Allow young people to ask any questions about the session topic.
Team Activity Planning: 30 minutes	MENTOR: Explain to the whole team that you will now be planning how to collaborate for the first and second collaborative Team Activities that will take place outside of the session. There will not be another session until the next session so this step is required because communicating and making decisions outside of a session requires a different strategy that must be agreed upon so that everyone knows what they are doing for this activity and how. • "IDENTIFY ENTREPRENEURS" TEAM ACTIVITY • "BRAINSTORMING SOCIAL PROBLEMS" TEAM

	ACTIVITY" As a team, collaborate on a creative brainstorm on social problems in your community. Vote on the areas you feel most passionate about as a team, then write down what change you would like to see happen. Make sure the teams have the opportunity to talk about how they want to work as a team through the activities e.g. when they want to complete the activities, how to communicate, the role of the project manager, etc. Make sure you allocate each young person a specific week that they are the project manager for the weekly activities and make a note of this. Type up notes for their strategy if this is helpful - it can be included underneath the Team Contract.	
Session Close: 5 minutes	MENTOR: Close the session with the opportunity for anyone to ask any remaining questions. Instructor: Facilitate the wrap-up of the session. A quick reminder of what is coming up next and when the next session will be.	

MOTIVATIONAL LECTURES LINKS.

<u>TOPIC</u>	<u>SPEAKER</u>	LINK
Meet Network Engineers at Google	LifeAtGoogle	https://www.youtube.com/watch?v=pNyaPRFJ8IQ
Network Engineers	NetworkChuck	https://www.youtube.com/watch?v=443TT26w1LE
Senior Network Engineer Salary Interview Job Description Career	Ben Lovegrove	https://www.youtube.com/watch?v=ibju0yMiaQ0
How to Face Problems In Life	Qasim Ali Shah	https://www.youtube.com/watch?v=OrQte08MI90
Just Control Your Emotions	Qasim Ali Shah	https://www.youtube.com/watch?v=JzFsyJt-w
How to Communicate Effectively	Qasim Ali Shah	https://www.youtube.com/watch?v=PhHAQEGehKc
Your ATTITUDE is Everything	Tony Robbins Les Brown David Goggins Jocko Willink Wayne Dyer Eckart Tolle	https://www.youtube.com/watch?v=5fS3rj6elFg
Control Your EMOTIONS	Jim Rohn Les Brown TD Jakes Tony Robbins	https://www.youtube.com/watch?v=chn86sH0O5U
Defeat Fear, Build Confidence	Shaykh Atif Ahmed	https://www.youtube.com/watch?v=s10dzfbozd4
Wisdom of the Eagle	Learn Kurooji	https://www.youtube.com/watch?v=bEU7V5rJTtw
The Power of ATTITUDE	Titan Man	https://www.youtube.com/watch?v=r8LJ5X2ejqU
STOP WASTING TIME	Arnold Schwarzenegger	https://www.youtube.com/watch?v=kzSBrJmXqdg
Risk of Success	Denzel Washington	https://www.youtube.com/watch?v=tbnzAVRZ9Xc

SUCCESS STORY*

S. No	Key Information	Detail/Description
1.	Self & Family background	Habid professional Network & Multicloud trainer & Consultant. Working on Cisco , AWS Google Cloud Azure Cloud & Alibaba cloud from the last 6 years. I am teaching AWS, Google cloud as a master trainer in 12+ countries from the last 5 years. I have been completed 1500+ hours of Multicloud training & completed 50+ Multicloud projects in the last 5 years. He had already started a small business to help pay for his college education, so he was nervous and apprehensive about the decision. "I gave myself two or three months at most. If I didn't succeed, then I would go back to running the business as it was showing potential," he says. If at first, you don't succeed, try try again
2.	How he came on board NAVTTC Training/ or got trained through any other source	Certification in networks and cloud computing in iqra university (
3.	Post-training activities	"I needed to understand what worked, so I read blogs, participated in forums, and analyzed profiles of successful freelancers. It was an uphill struggle, but I didn't want to give up," he explains. Usman says he understands why clients would be apprehensive giving projects to untested freelancers. They have hundreds of options to choose from, he explains, and to give a project to someone with no experience requires a strong leap of faith. A slow stream of projects started to come Usman way. Within a few months, he was landing an average of a hundred projects every month, with a large number of repeat clients. He also expanded the range of his professional services, Mirpur, threatened to derail his freelancing career. "Sometimes I haven't had connectivity for two days straight," he explains. "That's unthinkable for someone who makes his livelihood on

		the internet."
4.	Message to others (under training)	Take the training opportunity seriously Impose self-discipline and ensure regularity Make Hard work pays in the end so be always ready for the same.

^{*}Example pattern

Note: Success story is a source of motivation for the trainees and can be presented in several ways/forms in a NAVTTC skill development course as under: -

- **1.** To call a passed out successful trainee of the institute. He will narrate his success story to the trainees in his own words and meet trainees as well.
- **2.** To see and listen to a recorded video/clip (5 to 7 minutes) showing a successful trainee Audio-video recording that has to cover the above-mentioned points.*
- **3.** The teacher displays the picture of a successful trainee (name, trade, institute, organization, job, earning, etc) and narrates his/her story in the teacher's own motivational words.

^{*} The online success stories of renowned professional can also be obtained from Annex-II

Workplace/Institute Ethics Guide

Work ethic is a standard of conduct and values for job performance. The modern definition of what constitutes good work ethics often varies. Different businesses have different expectations. Work ethic is a belief that hard work and diligence have a moral benefit and an inherent ability, virtue, or value to strengthen character and individual abilities. It is a set of values-centered on the importance of work and manifested by determination or desire to work hard.

The following ten work ethics are defined as essential for student success:

1. Attendance:

Be at work every day possible, plan your absences don't abuse leave time. Be punctual every day.

2. Character:

Honesty is the single most important factor having a direct bearing on the final success of an individual, corporation, or product. Complete assigned tasks correctly and promptly. Look to improve your skills.

3. Team Work:

The ability to get along with others including those you don't necessarily like. The ability to carry your weight and help others who are struggling. Recognize when to speak up with an idea and when to compromise by blend ideas together.

4. Appearance:

Dress for success set your best foot forward, personal hygiene, good manner, remember that the first impression of who you are can last a lifetime

5. Attitude:

Listen to suggestions and be positive, accept responsibility. If you make a mistake, admit it. Values workplace safety rules and precautions for personal and co-worker safety. Avoids unnecessary risks. Willing to learn new processes, systems, and procedures in light of changing responsibilities.

6. Productivity:

Do the work correctly, quality and timelines are prized. Get along with fellows, cooperation is the key to productivity. Help out whenever asked, do extra without being asked. Take pride in your work, do things the best you know-how. Eagerly focuses energy on accomplishing tasks, also referred to as demonstrating ownership. Takes pride in work.

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7. Organizational Skills:

Make an effort to improve, learn ways to better yourself. Time management; utilize time and resources to get the most out of both. Take an appropriate approach to social interactions at work. Maintains focus on work responsibilities.

8. Communication:

Written communication, being able to correctly write reports and memos. Verbal communications, being able to communicate one on one or to a group.

9. Cooperation:

Follow institute rules and regulations, learn and follow expectations. Get along with fellows, cooperation is the key to productivity. Able to welcome and adapt to changing work situations and the application of new or different skills.

10. Respect:

Work hard, work to the best of your ability. Carry out orders, do what's asked the first time. Show respect, accept, and acknowledge an individual's talents and knowledge. Respects diversity in the workplace, including showing due respect for different perspectives, opinions, and suggestions.