1. Ask students to come forward and pick up:
   - Attendance card

2. Announcements:
   - Quiz #1 submission due (at the beginning of the lecture)
   - Quiz #2 is scheduled next week (Wednesday, 1/16)
   - Textbook chapter list
   - Introduce exercise questions (the exercise questions on January 10)

3. Switching networks
   - Summary_Switching_Networks_Complete.ppt
   - Quiz #2 questions
   - Exercise questions (#1 and #2) on January 10, 2024

4. OSI 7-layer protocol suite and packet encapsulation
   - OSI_Sevenlayer.ppt