

Mr. Chu's Syllabus for CISCO IT ESSENTIALS (ITE)

Course Website: www.netacad.com



2016 - 2017

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The purpose of this class is to give students the necessary skills in basic computer assembly and repair, which will prepare them to succeed in both the CISCO certification exam and in future computer science fields.

COURSE DESCRIPTION:

The CIS 1: IT Essentials (ITE) course presents an in-depth exposure to computer hardware and operating systems. Students learn the functionality of hardware and software components as well as suggested best practices in maintenance, and safety issues. Through hands on activities and labs, students learn how to assemble and configure a computer, install operating systems and software, and troubleshoot hardware and software problems. In addition, an introduction to security and networking is included. This course helps students prepare for CompTIA A+ certification.



This is college-level coursework and follows CISCO rules. All content is online as well as demos, quizzes, and tests. It is not easy material; be prepared to work both in class and outside of class to benefit the most from this course.

This class is taught entirely online is largely self-paced. Students are presented with a schedule to give them an idea where they need to be at any given time, and class lectures will reflect this schedule, but students are allowed to work ahead if they choose. Students who fall behind by two weeks or more will have their parents notified, as this material is extremely difficult to catch up.

CLASS WEBSITES: www.netacad.com and www.compchutech.edublogs.org

WWW.COMPCHUTECH.EDUBLOGS.ORG is my personal website and I intend to use it as the main source of all communications. Be sure to check this site regularly for assignments schedule and other important class information.

COURSE CONTENTS:

SEMESTER 1	SEMESTER 2
Ch. 1 - Intro. To the Personal Computer	Ch. 8 - Applied Networking
Ch. 2 - Lab Procedures and Tool Use	Ch. 9 - Laptops and Mobile Devices
Ch. 3 - Computer Assembly	Ch. 10 - Mobile, Linux, and OS X Operating Systems
Ch. 4 - Preventative Maintenance and Troubleshooting	Ch. 11 - Printers
Ch. 5 - Windows Installation	Ch. 12 - Security
Ch. 6 - Windows Configuration and Management	Ch. 13 - The IT Professional
Ch. 7 - Network Concepts	Ch. 14 - Advanced Troubleshooting

REQUIRED TEXT, MATERIAL, TOOLS, AND RESOURCES:

Cisco IT Essentials (ITE) version 6.0 on-line curriculum will be used by the student via www.netacad.com. Reference materials will be made available for classroom use as needed. Students will also need:

- A **one-inch, three-ring binder with five sheet protectors** for his/her personal engineering journal for note taking. This binder will also be used for the purpose of a resume, job application, student projects documentation and certificate of completion to be issued by Cisco Systems upon successful completion of the course.
- **Folder** to keep handouts given in class
- **Pen and/or Pencils**
- **Google Apps** (You will need to sign up for a Google account)

Binders will be collected periodically and graded. This binder collection may be unannounced, so keep up with all your work and keep your binder organized.

GRADING POLICY:

Category	Percentage
Online Chapter Exams	40%
Lab Exercises	25%
Binder	25%
Professionalism	10%
Total	100%

- *All chapter exams are closed-notes, and will be activated only once the teacher has seen the student's notes for that chapter.*
 - *The Final Exam taken in June comprises 10% of your final grade.*
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HOMEWORK AND PROFESSIONALISM:

There is a homework reading assignment nightly. Any assignment not completed in class and does not require lab equipment constitutes a homework assignment. Any late assignment not receiving prior approval for late submission will result in a 10% grade deduction for that assignment.

It is important for students to understand the "Professionalism" category for grading includes regular attendance **and** student personal class conduct meeting compliance with classroom expectations. Just as in business and industry, where employees are expected to show up on time and ready to work every day, students are expected to be on time, ready to learn, and prepared for class every day.

MAKE-UP POLICY:

It is the responsibility of the student to retrieve make-up assignments for missed school days from the teacher. Students will not receive a grade higher than a 70 if they do not make up the missed work within five (5) school days. Make-up work can be done via appointment or Monday – Friday by appointment from 7:00 – 7:40AM.

If you are absent: Follow the **While You Were Out** chart on the wall. You are required to make up anything you missed while you were out. Being absent is not an excuse for missing or not completing work. Find a friend in the class that you feel keeps up with their work and find out what you missed. **Do not come to me and ask me what you missed.** It is your responsibility to get any handouts given while you were out. Check the class website and the Handouts binder to see if you missed any while you were out!

CLASSROOM EXPECTATION: GIVE RESPECT, GET RESPECT.

All MPHS school rules will be enforced. Additionally, students will abide by the normal practices of the classroom. These practices include:

1. **Attendance & Behavior:** Students will respect the teacher, their fellow students, and their environment. Students are expected to be in class, prepared, on time, and ready to learn every day. This counts in the evaluation of your professionalism in the your grade for the course.
2. **Bathroom Passes:** Students may not leave the class during the first 10 minutes or the last 10 minutes of class. If you need to leave the room to go to the bathroom during class, ask me first, and take the hall pass with you. Keep your trip to five minutes, and don't disturb your classmates when leaving and returning. You are responsible for anything you miss.
3. **Computer Usage:** Students must abide by the MPHS and Providence Public Schools rules for computer usage, as described in Internet Acceptable Use Policy. No inappropriate content, accessing prohibited Internet sites, illegal activities, etc. Violators will be immediately sent to an administrator.
4. **Food/Drink:** No food or drink is allowed at the computer workstations, except plain water in closed containers. Computers and keyboards and mice do not need sustenance.
5. **Personal Electronics:** Personal electronics may not be used during class, unless I announce a waiver. This includes cell phones, music players, tablets, laptops, cameras, headphones, earphones, headsets (have I forgotten anything?). I will confiscate the device until the end of class if you violate this rule, especially TEXTING. Repeat violations will get referred to MPHS administration. There may be times, such as during periods of individual work, when it will be permissible to listen to music quietly on headphones, but that is the exception, not the norm.
6. Students will sit in their assigned seat each day. The teacher reserves the right to redesign the classroom-seating chart at any time.
7. Keep all language positive, appropriate and respectful.

SUPPORT:

I will be available most days during lunch periods and before school for extra lab time or individual help. Email (donn.chu@ppsd.org) is also a great way to get in touch with me for questions or problems.

CISCO IT Essentials Parent Form

Dear Students, Parents and Guardians,

Welcome to a new school year!

Your child has chosen to take one or more of Mount Pleasant High's advanced computer classes, either CIS 1: CISCO IT Essentials or CIS 2: CCNA Introduction to Network. These courses are taught entirely online through CISCO's Network Academy website and the material's difficulty level is at the college-level. Upon completion of these courses, your child will have been exposed to all of the material covered on each class's respective certification exams, and are encouraged to take them. CCNA prepares them for the CCNA certification exam, whereas the IT Essentials class prepares them for the A+ exam.

If your son/daughter is considering a career in computers, these classes are excellent preparation for them. However, please be aware that these are difficult classes, and that CISCO requires an overall 70% or higher for a passing mark. If you have an Internet connection at home, you may at any time check on the progress of your child. He or she can simply log into the CISCO website and show you their grades. There is no textbook for this class; all material, tests, and the final exam is online. Also, due to the fact that students will be online daily, please realize that misuse of the computer in any way (visiting inappropriate sites, going to chat rooms, etc) is taken very seriously and will likely result in not only a discipline report but also possible removal from the class.

This is a self-paced class, but a tentative schedule is handed out to give all students an idea of where they should be. In particular, the IT Essentials class has a lot of information to pack into one semester and falling behind in either class almost certainly will guarantee a failing grade. Students are able to access the content online at home, so if you have an Internet connection and your child is falling behind, encouraging them to catch up at home is highly recommended.

If you have any questions or concerns, please do not hesitate to contact me. I encourage regular contact with parents. The best form of communication is via email at Donn.chu@ppsd.org I look forward to getting to know you and your student this semester!

Sincerely,

Donn S Chu
Computer Teacher
Mount Pleasant High School

*** Cut and Return Below ***

Parents/Guardians please read the attached syllabus document before signing.

By signing below, you agree that you have read the syllabus and classroom policies and agree to abide by them to the best of your abilities. **You have also read and are aware that your child is in a difficult but highly rewarding course.**

Student Name (PRINT): _____ Grade/Homeroom _____

Student Signature: _____ Date _____

Parent/Guardian Name (PRINT): _____ Phone: _____

Parents Signature: _____ Date: _____

Parent/Guardian Email: _____

Primary Language spoken at home: _____