

GRAYSON COLLEGE

CPMT 2350 - Course Syllabus

Please Note: Due to extenuating circumstances, including public health issues, course and testing delivery methods, instructional schedules, housing contracts, campus procedures and/or operating hours may be altered, interrupted and/or ceased for a limited or extended period of time. Such changes will be posted on the College website.

Course Information

CPMT2350INT , Advanced Industry Certification Prep (A+ Certification Prep)

Professor Contact Information

John Dick Email: dickj@grayson.edu

Office hours: By Appointment (or just drop by before or after any class to see if I am available)

Course Pre-requisites, Co-requisites, and/or Other Restrictions

Suggested pre-requisites CPMT1311 and CPMT1345

Course Description – from college catalog

Overview of the objectives for industry specific certification exam(s).

Student Learning Outcomes

Student will master the objectives for the CompTIA A+ certification exam

- A. To prepare the student for successfully passing the A+ Exam Core 220-701.
 - B. To prepare the student for successfully passing the A+ Exams 220-702.
 - C. To reinforce the students troubleshooting skills through lab work.
 - D. To teach the student good safety habits while troubleshooting computers.
 - E. To teach the student to identify, organize, plan and allocate resources
 - F. To allow the student to experience the team concept and team skills by working with others on projects.
 - G. To provide the student experience in acquiring and using information from a variety of sources.
 - H. To provide the student with experience using complex inter -relationship skills
 - I. To allow the student to work with a variety of applied technologies.
 - J. The student is taught to think creatively, make decisions, solve problems, visualize with the mind's eye, reason, and how to acquire and apply new knowledge and skills.
 - K. To teach the student the importance of: responsibility, self-esteem, social skills, self-management, integrity and honesty in personal life and in the work place.
 - L. To teach the student to apply and use high technology computer systems.
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Required Textbooks (ISBN # included) and Materials

A+ Certification Study Guide Eight Edition, Osborne McGraw-Hill, ISBN: 9780071795807

Required Assignments & Academic Calendar

In case of inclement weather, emergency closings, or other unforeseen disruptions to scheduled classes, student must log onto their Canvas accounts for directions on where or how to continue their coursework.

Methods of Evaluation

Students will be expected to access Canvas several times a week. This course will have a chapter quiz (assessment) at the end of each chapter and there will be a midterm and final exams. Several discussion topics will be given and participation is required. After completing the final exam, students will also be required to take one of the practice tests on the CD which mimic the A+ examine and submit a screen copy of the results. The discussion topics will mainly be graded pass/fail – if you participate it counts, but you will only have a limited time to participate. The CD in the book contains two MasterExam practice exams, MasterSim interactive labs, CertCam Video clips, the Glossary and a link to download the adobe Digital Edition eBook. Students must use Canvas for assignment submission.

Grading

| Categories | Percentage |
|-------------------------|------------|
| Discussions/Assignments | 10 |
| Quizzes | 40 |
| Midterm/Final Avg | 40 |
| CompTIA Practice Exam | 10 |

Grade Scale

90- 100 A

80 - 89 B

70 – 79 C

60 – 69 D

< 60 F

Students will have access to grades in Canvas

There will be no late work accepted and no extra credit assignments. Just complete the assigned work on time and you will do fine.

Methods of Instruction

This is a distance learning course and if you need help, have questions or find errors please feel free to send a message via Canvas Conversations and I will try to respond by the end of the next day.

During discussions it will not be appropriate or tolerated for saying anything derogatory against any other students in the discussion. We were all new to this a sometime.

The student in this class should have a computer capable of internet access and have a connection capable of downloading or streaming videos. If this is not possible the student would be required to come to the campus or another internet accessible computer. The campus has computer labs and library which will have computers capable of this type internet access. There will be sufficient time to submit all work. If you wait until the night before the material is due then I will not accept that as an excuse. There will be no need to be on campus for this course unless you need access to a computer, except for the Midterm and the Final

Anyone caught cheating to take tests will result in failure for the course.

Course & Instructor Policies

All work will completed by the dates set in Canvas, no exceptions.

Class Attendance and Participation

Attendance and Participation Academic success is closely associated with regular class attendance and course participation. All successful students, whether on campus or online, are expected to be highly self-motivated. All students are required to participate in courses regularly and are obliged to participate in class activities and complete and submit assignments following their faculty' instructions. Students taking courses during compressed semester timeframes such as mini-mester, summer sessions, and 8-week courses should plan to spend significantly more time per week on the course. Responsibility for work missed because of illness or school business is placed upon the student. Instructors are required to include in their syllabi the attendance policy for the courses(s) they teach. The college considers absences equal to or greater than 15% of the course's requirements to be excessive.

In order for students to be counted as having attended a class before the census date, the following guidelines are to be used:

- Physical attendance in class with an opportunity for instructor and student interaction
- Submission of an academic assignment
- Completion of an exam, interactive tutorial, or computer-assisted instruction
- Attendance at a study group assigned by the faculty
- Participation in an online discussion in the class
- Contact with a faculty member to ask a question

Student Conduct & Discipline

Since this is an internet course, be kind to others when using chat, discussions and mail.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, and the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is

unacceptable and will be dealt with under the college's policy on plagiarism (see GC Student Handbook for details). Grayson College subscribes to turnitin.com, which allows faculty to search the web and identify plagiarized material.

Plagiarism is a form of scholastic dishonesty involving the theft of or fraudulent representation of someone else's ideas or words as the student's original work. Plagiarism can be intentional/deliberate or unintentional/accidental. Unintentional/Accidental plagiarism may include minor instances where an attempt to acknowledge the source exists but is incorrect or insufficient. Deliberate/Intentional plagiarism violates a student's academic integrity and exists in the following forms:

- Turning in someone else's work as the student's own (such as buying a paper and submitting it, exchanging papers or collaborating on a paper with someone else without permission, or paying someone else to write or translate a paper)
- Recycling in whole or in part previously submitted or published work or concurrently submitting the same written work where the expectation for current original work exists, including agreeing to write or sell one's own work to someone else
- Quoting or copy/pasting phrases of three words or more from someone else without citation, • Paraphrasing ideas without citation or paraphrasing incompletely, with or without correct citation, where the material too closely matches the wording or structure of the original
- Submitting an assignment with a majority of quoted or paraphrased material from other sources
- Copying images or media and inserting them into a presentation or video without citation,
- Using copyrighted soundtracks or video and inserting them into a presentation or video without citation
- Giving incorrect or nonexistent source information or inventing source information
- Performing a copyrighted piece of music in a public setting without permission
- Composing music based heavily on someone else's musical composition.

Student Responsibility

You have already made the decision to go to college; now the follow-up decisions on whether to commit to doing the work could very well determine whether you end up working at a good paying job in a field you enjoy or working at minimum wage for the rest of your life. Education involves a partnership that requires both students and instructors to do their parts. By entering into this partnership, you have a responsibility to show up for class, do the assignments and reading, be engaged and pay attention in class, follow directions, and put your best effort into it. You will get out of your experience here exactly what you put into it – nothing more and nothing less.

Title IX

GC policy prohibits discrimination on the basis of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, retaliation, serious medical condition, sex, sexual orientation, spousal affiliation and protected veterans status.

Furthermore, Title IX prohibits sex discrimination to include sexual misconduct: sexual violence (sexual assault, rape), sexual harassment and retaliation.

For more information on Title IX, please contact:

- Dr. Molly M. Harris, Title IX Coordinator (903)463-8714
- Ms. Logan Maxwell, Title IX Deputy Coordinator - South Campus (903) 415-2646

- Mr. Mike McBrayer, Title IX Deputy Coordinator - Main Campus (903) 463-8753
 - Website: <http://www.grayson.edu/campus-life/campus-police/title-ix-policies.html>
 - GC Police Department: (903) 463-8777- Main Campus) (903-415-2501 - South Campus)
 - GC Counseling Center: (903) 463-8730
- For Any On-campus Emergencies: 911
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**Grayson College is not responsible for illness/injury that occurs during the normal course of classroom/lab/clinical experiences.

**These descriptions and timelines are subject to change at the discretion of the Professor.

** Grayson College campus-wide student policies may be found at the following URL on the College website:

<https://www.grayson.edu/currentstudents/Academic%20Resources/index.html>