

**Program Syllabus
Applied Information Technology**

Emerald Coast Technical College
@ Magnet Innovation Center - Watersound

Program Number: Y300400

Program Hours: 600

Instructor: Dave Duvall

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Program Description:

The purpose of the Applied Information Technology program reflects Emerald Coast Technical College's mission as evidenced by the desire to provide students with the training and education that is required to function successfully in the professional workforce.

Prerequisites: None

Industry Certification: CompTIA A+

Occupational Completion Points:

OCP	Course Number	Course Title	Course Length	SOC Code
A	OTA0040	Information Technology Assistant	150 hours	15-1151
B	CTS0072	IT & Web Systems	300 hours	15-1151
F	CTS0075	Multimedia Systems	150 hours	15-1151

Program objectives and outcomes include but are not limited to:

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Information Technology career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Information Technology career cluster.

The content includes but is not limited to computer application skills including computer hardware, software applications, web applications, computer programming, webpage design and advanced web tools, systems support and maintenance, network concepts, relational database concepts, multimedia tools, cybersecurity ; extensive exploration of information technology careers; strategies for success including goal setting, study skills, organizing skills, learning styles, employability skills, and service learning; and core academic skills with a strong emphasis on effective communication skills.

Online Resources:

Test Out - PC Pro Lab Sim

Please note, the cost of online resources is included in lab fees. Students will not need to purchase additional resources.

Tools/Supplies/Materials:

Textbook: CompTIA A+ Guide to Technical Support 11th edition ISBN: 978 - 0 - 357 - 67416 - 1

Authors: Andrews, Shelton, Pierce

Students will need to provide their own writing utensils and paper for note-taking purposes.

Grading Scale:

A 93-100

B 84-92

C 70-83

F 69 & Below

Evaluation/Assessment:

45% Evaluation (Written Exams and Major Projects)

35% Competency/Performance Evaluation (assignments, minor projects, homework and lab activities)

20% Certification Prep

**Please note, the evaluation/assessment rubric listed above is a general evaluation rubric for the program of study.*

Satisfactory Progress:

This program is a planned sequence of instruction consisting of four occupational completion points. When the recommended sequence is followed, the structure is intended to prepare students to complete the industry certifications associated with this program of study. This program adheres to the Satisfactory Progress guidelines listed in the ECTC Catalog.

Instructional Delivery Methods:

This program is a traditional program taught on ECTC – Watersound campus. It uses a variety of instructional delivery methods including but not limited to:

- ❖ Hands-on training - Lectures - Videos - Web-based programs

Conferences and Assistance:

Please contact the instructor first. Counselors located in student services are also available.

Student Services Dean – Lisa Jones 850 - 892 - 1240 ext. 5182

Financial Aid Officer – Brooke Adam 850 - 892 - 1240 ext. 5185

Classroom Location:

133 S. Watersound Parkway Inlet Beach, FL 32461 Building 2 Room 103

Main Campus Location:

761 N. 20th Street DeFuniak Springs, Florida 32433 Building 100 Room 052

Attendance:

Attendance is mandatory. Students who believe that attendance may present a problem should discuss their situation with the instructor and with student services. Meet with instructor to schedule makeup hours.

Meeting Times/Contact Hours:

Class hours: TBD **Office hours:** Scheduled by appointment

Equipment: Students will use network and computer hardware/software used in the industry.

Safety:

- Safety is priority one.
- This program follows CDC guidelines.
- Hand sanitizing stations have been installed.
- Report any unsafe conditions to the instructor immediately.
- If you are not comfortable or confident with any lab or project, stop and notify instructor.

Emergency Procedures:

- Emergency exits are clearly marked.
- As part of instruction, students will be asked to participate in regular safety and emergency drills.
- Fire extinguishers are in each area.

Rules and Regulation / Policies and Procedures:

Students will follow all rules/regulations outlined in the catalog.

General Information:

Refer to the ECTC Catalog located at www.ectc.edu for additional information: