

1. **COURSE TITLE\*:** IT Essentials
2. **CATALOG – PREFIX/COURSE NUMBER/COURSE SECTION\*:** CSCI 1150
3. **PREREQUISITE(S)\*:** None **COREQUISITE(S)\*:** None
4. **COURSE TIME/LOCATION/MODALITY:** (Course Syllabus – Individual Instructor Specific)
5. **CREDIT HOURS\*:** 3 **LECTURE HOURS\*:** 2  
**LABORATORY HOURS\*:** 1 (2 contact hours) **OBSERVATION HOURS\*:**
6. **FACULTY CONTACT INFORMATION:** (Course Syllabus – Individual Instructor Specific)
7. **COURSE DESCRIPTION\*:**

This course is designed to introduce the student to various types of computer operating systems. It will familiarize the student with the basic commands and fundamental concepts needed to work in these systems. We will discuss single user, multitasking and multi-user systems along with user interfaces.

8. **LEARNING OUTCOMES\*:**

This course maps fully to the CompTIA's Core 2 A+ Exam objectives (220-1102). The course is designed to be a complete, step-by-step approach for learning the fundamentals of supporting and troubleshooting computer software.

1. Understand the requirements for the CompTIA Exams
2. Install operating systems
3. Protect, maintain and optimize Windows
4. Understand support terminology for Windows 10
5. Understand how to troubleshoot and repair Windows installations
6. Describe how to secure a PC and LAN
7. Note characteristics of a professional PC technician
8. Understand Windows on a Network
9. Understand best security practices and procedures
10. Understand how to best support mobile devices
11. Understand the basic needs of a Linux and Mac Operating Systems

9. **ADOPTED TEXT(S)\*:**

CompTIA A+ Guide to IT Technical Support, 11th edition  
Publisher: Cengage  
Author: Jean Andrews, Joy Dark Shelton, & Nicholas Pierce  
ISBN for Inclusive Access: 978-0-357-67417-8  
ISBN for students not wanting Inclusive access: 978-0-357-67416-1

**9a: SUPPLEMENTAL TEXTS APPROVED BY FULL TIME DEPARTMENTAL FACULTY (INSTRUCTOR MUST NOTIFY THE BOOKSTORE BEFORE THE TEXTBOOK ORDERING DEADLINE DATE PRIOR TO ADOPTION) \*\*\*.**

**10. OTHER REQUIRED MATERIALS: (SEE APPENDIX C FOR TECHNOLOGY REQUEST FORM.)\*\***

**11. GRADING SCALE\*\*\*:**

Grading will follow the policy in the catalog. The scale is as follows:

- A: 90 – 100
- B: 80 – 89
- C: 70 – 79
- D: 60 – 69
- F: 0 – 59

**12. GRADING PROCEDURES OR ASSESSMENTS: (Course Syllabus – Individual Instructor Specific)**

<i>Category</i>	<b><u>EXAMPLE ONLY</u></b> <i>Total Points</i>	<i>% of Grade</i>
Chapter Assignments (10x30)	300	30%
Quizzes (10x20)	200	20%
Unit Exams (3x100)	300	30%
Assignments (5x10)	50	5%
Annual Report Project (100)	100	10%
Attendance	50	5%

Total	1000	100%
-------	------	------

**13. COURSE METHODOLOGY OR COURSE FORMAT: (Course Syllabus – Individual Instructor Specific)**

May include but not limited to: Lectures, independent and group projects, in-class and home assignments, tests, quizzes and lab exercises. This course must be offered on campus. Attendance is required.

**14. COURSE OUTLINE: (Course Syllabus – Individual Instructor Specific)  
(Insert sample course outline with learning outcomes tied to assignments / topics.)**

Week	Topics	Chapters	Learning Objectives
1	Introduction	Chapter 1	1
2 & 3	Installing Operating Systems	Chapter 2	2
4	Maintaining Windows	Chapter 3	3, 4
5	Optimizing Windows	Chapter 4	3, 4
6	Troubleshooting Windows Startup	Chapter 5	5
7	Setting up a Local Network	Chapter 6	8
8	Mid Term Exam		
9	Securing Windows Resources	Chapter 7	6, 9
10 & 11	Security Strategies	Chapter 8	7, 9
12	Supporting Mobile Devices	Chapter 9	10
13 & 14	Linux and Mac OS	Chapter 10	11
15	Final Exam Review		
16	Final Exam		

**15. SPECIFIC MANAGEMENT REQUIREMENTS\*\*\*: None**

**16. FERPA:\***

Students need to understand that their work may be seen by others. Others may see your work when being distributed, during group project work, or if it is chosen for

demonstration purposes. Students also need to know that there is a strong possibility that your work may be submitted to other entities for the purpose of plagiarism checks.

**17. ACCOMMODATIONS: \***

Students requesting accommodations may contact Ryan Hall, Accessibility Coordinator at [rhall21@sscc.edu](mailto:rhall21@sscc.edu) or 937-393-3431, X 2604.

Students seeking a religious accommodation for absences permitted under Ohio's Testing Your Faith Act must provide the instructor and the Academic Affairs office with written notice of the specific dates for which the student requires an accommodation and must do so no later than fourteen (14) days after the first day of instruction or fourteen (14) days before the dates of absence, whichever comes first. For more information about Religious Accommodations, contact Ryan Hall, Accessibility Coordinator at [rhall21@sscc.edu](mailto:rhall21@sscc.edu) or 937-393-3431 X 2604.

**18. OTHER INFORMATION\*\*\*:**

---

---

**SYLLABUS TEMPLATE KEY**

\* Item cannot be altered from that which is included in the master syllabus approved by the Curriculum Committee.

\*\* Any alteration or addition must be approved by the Curriculum Committee

\*\*\* Item should begin with language as approved in the master syllabus but may be added to at the discretion of the faculty member.