skills-based course introducing basic hardware and software using lecture and hands-on, practical application. This class covers about 70% of the CompTIA A+ course material, almost all of the 1001 exam objectives and a portion of the 1002.

Prerequisites: none

Course fee: $20, used to assist in maintaining CIT infrastructure.

Course Times:
- 1200-01 TTh 10:30am-11:45am Smith Computing Center (SCC) 107 Please note the Covid-19 restrictions for this class.

Final Exam Schedule
The final for this class will be on Thursday May 6th from 9am-10:50am.

Instructor:
- Jay Sneddon
- Office: Burns 235
- Office hours: MWF 9am-9:50am, TR 8am-8:50am or by appointment. Zoom appointments may be arranged.

Course Textbook REQUIRED

This textbook is available electronically through the Dixie Library system.

We will also frequently reference Professor Messer’s free A+ video instruction found at https://www.professormesser.com

Objectives
At the end of the course, students will be able to:
- Select, install, repair and support PC computer hardware
- Install, repair and support the Windows 10, Linux and MacOS operating systems
- Support wireless and other mobile devices
- Prepare to pass the COMPTIA A+ (220-1001 & 220-1002) certification exams.

Computer Resources
You will need to have access to a computer to complete many of the labs associated with this course.

Course Information
You are responsible for being informed regarding announcements, the schedule, and other resources posted on this website. Grading and assignments are managed at https://dixie.instructure.com.

Assignments, Quizzes and Exams

Assignments
All assignments are posted in Canvas. Most assignments are done outside of class, but a few in class assignments will be given. Expect an assignment each week, typically due either Saturday or Sunday evening. In class assignments cannot be made up if missed, and are graded based on completion and interaction with other students.

Assignments will be graded based on completeness and accuracy. Assignments are due on the date listed in the schedule.
(See the Late Work policy for more information)

**Quizzes**

Each chapter will have an associated quiz administered during the semester.

**Exams**

The course will have several exams plus a final.

**Grading**

The final grade is a combination of Assignments, Quizzes, Exams and the Final Exam. Some assignments are in class activities, which cannot be made up.

Grades are weighted as follows:

- Assignments 25%
- Group Project 15%
- Quizzes 15%
- Exams 25%
- Final Exam 20%

The grading scale is as follows:

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<thead>
<tr>
<th>Grade</th>
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<tbody>
<tr>
<td>&gt;= 94</td>
<td>A</td>
<td>&gt;= 90</td>
<td>A-</td>
<td>&gt;= 87</td>
<td>B+</td>
<td>&gt;= 84</td>
<td>B</td>
</tr>
</tbody>
</table>

**A+ Certification**

A+ Certification is a significant resume enhancer, and is optional for this class. Two exams (CompTIA 220-1001 and 220-1002) are required to become certified. CompTIA offers a significant testing discount for students at [http://academic.comptiastore.com/](http://academic.comptiastore.com/) This course prepares you for both exams, though not all subjects in the certification exams will be covered.

Students may test out of the class with an A grade if they are able to become A+ Certified before the third week of the semester. By becoming A+ Certified you have proven that you know this course material. If you are already A+ Certified, the certification must be active (meaning passed within the last three years) and I must see a copy of your certificate.

If a student passes the CompTIA 220-1001 exam before the final, they will score 100% for Exams 1 and 2.

If a student passes the CompTIA 220-1002 exam before the final, they will score 100% for Exam 3.

Students may also avoid the final exam if they are able to become A+ Certified before the scheduled Final Exam. In which case the Final Exam will be scored as 100%.

Please note that this class covers about 70% of the A+ material, almost all of the 1001 and a portion of the 1002.

Contact me if you have any questions about this.

**Course Policies**

*Covid-19 Seating and Attendance Requirements*
The schedule and/or location for this course may change due to circumstances precipitated by an epidemic, pandemic, inclement weather, and/or incidences beyond the control of the department or instructor.

It is strongly recommended that students attend in-person if practical. There is enough room in SCC 107 for all students to attend in-person and still social distance. Group and hands-on projects require attendance and cannot be made up. That said, this class will be taught synchronously, and Zoom will be made available if requested.

Attendance will be taken each day, regardless if in person or through Zoom. Lectures will NOT be recorded for later playback.

If you become quarantined because of Covid, please notify the instructor immediately. A doctor’s note or a copy of the positive test result must accompany any request for a quiz or exam rescheduling.

In-class:
- Cloth face coverings are required for in-person attendance (please note that face shields will not be allowed as a substitute for a cloth face covering)
- You are encouraged to bring your own laptop (especially if you want to use that laptop to complete work from home).

**Absences**

Students are responsible for material covered and announcements made in class. School-related absences may be made up only if prior arrangements are made. The class schedule on Canvas presented is approximate. The instructor reserves the right to modify the schedule according to class needs. Changes will be announced in class and posted to the website. Exams and quizzes cannot be made up unless arrangements are made prior to the scheduled time.

**Policy for Absences Related to College Functions**

Students may periodically may miss classes for various college-related functions or military functions; these include athletics, club events, or to fulfill the requirements of a course or a program. Military functions may include: Reserve and Guard activation, activation, special assignments or other approved events or activities. These absences may often conflict with the instruction, assignments, and tests in this course.

Please provide an advanced written notification from your activity supervisor that explains the nature of the activity, and the anticipated time missed.

**Late work**

Assignments, quizzes and exams are due on the date specified in the schedule. Late work will be accepted but penalized.

Arranging make up quizzes and exams is despised by the instructor. It makes me extremely grumpy and moody. The student groveling gets old, and I have heard nearly all of the excuses. That said, clever students come up with new whoppers that get added to an already lengthy list. I am much happier when that cleverness is channeled into coursework learning.

Late work and test penalties are as follows: * 30% penalty the first two weeks past the due date * 50% penalty thereafter. * No late work will be accepted during Finals week. * I have the option to reject any late work regardless of the submission date.

**Disruptive Behavior Policy/Classroom Expectations**

The classroom needs an atmosphere of learning and sharing. Class members need to feel safe and able to concentrate. Disruptive behavior that seriously detracts from this environment or inhibits the instructor’s ability to conduct proper instruction will not be allowed. Disruptive behavior includes:

- Physical violence, verbal abuse, or harassment
- Intoxication or illegal drug use
- Use of profanity
- Failing to respect others when expressing their own viewpoints
- Talking while the instructor or another student is talking
- Constant questions or interruptions that interfere with classroom presentation

Disruptive class members will be warned. Continued misbehavior may lead to dismissal from class or the course. If necessary, Campus Police may be called.

**Cheating and Collaboration**
Limited collaboration with other students in the course is permitted. Students may seek help learning concepts and developing programming skills from whatever sources they have available, and are encouraged to do so. Collaboration on assignments, however, must be confined to course instructors, lab assistants, and other students in the course. See the section on cheating.

Cheating will not be tolerated, and will result in a failing grade for the students involved as well as possible disciplinary action from the college. Cheating includes, but is not limited to, turning in homework assignments that are not the student’s own work. It is okay to seek help from others and from reference materials, but only if you learn the material. As a general rule, if you cannot delete your assignment, start over, and re-create it successfully without further help, then your homework is not considered your own work.

You are encouraged to work in groups while studying for tests, discussing class lectures, and helping each other identify errors in your homework solutions. If you are unsure if collaboration is appropriate, contact the instructor. Also, note exactly what you did. If your actions are determined to be inappropriate, the response will be much more favorable if you are honest and complete in your disclosure.

Where collaboration is permitted, each student must still create and type in his/her own solution. Any kind of copying and pasting is not okay. If you need help understanding concepts, get it from the instructor or fellow classmates, but never copy another written work, either electronically or visually. It is a good idea to wait at least 30 minutes after any discussion to start your independent write-up. This will help you commit what you have learned to long-term memory as well as help to avoid crossing the line to cheating.

**College Policies**

Additional college policies, calendars, and statements are available online at [http://academics.dixie.edu/syllabus/](http://academics.dixie.edu/syllabus/).