IT 4600: Senior Project
Spring 2022 Syllabus

Course Description
During this capstone course students will achieve several certifications.

The class is VERY much self-directed. You will choose what you are going to focus on and HOW you are going to achieve it. Your instructor is always willing to meet with you to help with study ideas and how to achieve your goals (in this case, a certificate)

Prerequisites
This class should be taken the semester you plan to graduate.

Course fees
The fee for this course is $20.00, used to assist in maintaining the CIT infrastructure.

Instructor
Professor: Dr Joe Francom

- Email: francom at dixie dot edu
- Phone: 435-652-7732 (note: email preferred)
- Office: NBURNS 237
- Office Hours: See Below

Joe’s Spring 2022 Schedule

<table>
<thead>
<tr>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>MWF</td>
<td>8am - 8:50</td>
<td>IT4510 (107)</td>
</tr>
<tr>
<td>MWF</td>
<td>9am - 9:50</td>
<td>Office hours</td>
</tr>
<tr>
<td>MWF</td>
<td>10am - 10:50</td>
<td>Office hours</td>
</tr>
<tr>
<td>MW</td>
<td>11am - 11:50</td>
<td>Mostly office hours</td>
</tr>
<tr>
<td>MW</td>
<td>12pm - 1:15</td>
<td>IT3110 (107)</td>
</tr>
<tr>
<td>Online</td>
<td>IT1100 (2 sections)</td>
<td></td>
</tr>
<tr>
<td>TBA</td>
<td>IT4600</td>
<td></td>
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</tbody>
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Objectives
- Students will obtain three IT industry certifications.

Resources
There is no required text for this course. However, each student will need to research information specific to individual certifications. Should you need any assistance, the instructor is willing and eager to meet with you. Do not silently fail. Get help.

Course Web Site
This course has an accompanying website. You are responsible for announcements, the schedule, and other resources posted on the website. Assignments and grades will be managed using Canvas, which requires a valid Dixie username and password. The course website is accessible at http://cit.cs.dixie.edu/courses/.

Assignments and Exams
You need to complete some industry certifications as given on the certification list. You must obtain pre-
approval from the instructor before pursuing the certifications.

Some course participation will be required. There will be things like:

- mock interviews
- resume creation
- career center visit
- job application
- advisor visit
- other things

**Grading**

Your grade will be determined based on the number of certs that you achieve.

- One cert = C- letter grade (cannot count previous certs, or certs from other courses)
- Two certs = B- letter grade (can count another cert achieved this semester (i.e. from another course))
- Three certs = A- letter grade (can count another cert achieved this semester AND another cert that doesn’t expire for a year (perhaps you achieved this one last semester)).

If you are not working on any other cert for any other course, nor have any unexpired certs, the only way to get an ‘A’ is to achieve 3 approved certs this semester. (And complete the required tasks: see below)

Note: To pass the course, you are required to achieve at least ONE certification during the semester in which you are enrolled for the course AND not being used for another course (C- grade).

If you do $\frac{1}{3}$ of the other required course tasks, your grade will increase by $\frac{1}{3}$. For example, you will move from a C- to a C.

If you do $\frac{2}{3}$ of the other required course tasks, your grade will increase by $\frac{2}{3}$. For example, you will move from a C- to a C+.

Tasks will be available on the Canvas webpage for the course.

**Course Policies**

**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 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.

**Time**

Courses should require about 45 hours of work per credit hour of class. This class will require about 135 hours of work on the part of the student to achieve a passing grade, which is approximately 9 hours per week. If you do not have the time to spend on this course, you should probably rethink your schedule.

**Late work**

Assignments that are turned in by the due date and that are done correctly will receive full points.

Late assignments can be turned in until the exam is given which covers the assignment. You may receive a reduced score on the late assignment.

Assignments will not be accepted after an exam has been given that relates to those earlier assignments.

Any exceptions must be discussed with the instructor. Computer failure does not qualify as an excuse for late work.

It is your responsibility to see that assignments/projects are turned in and on time. If you come to me and say, “I turned in that assignment”, yet I have no record of it, you will receive a 0. The burden of proof is on you to prove that you turned in something at a given time.
Cheating and Collaboration

It is ok to talk to each other and to get help from each other, but in the end, everything should be your own. You should NOT copy/paste. You should know what cheating is. Cheating can be penalized with an ‘F’ on the assignment, and ‘F’ in the course, and/or appropriate annotation on campus-wide student records.

Important Dates

I’m not going to list them all here but you should be familiar with [calendar] for the drop dates, and fee dates and stuff.

College Policies

[Click] - for comprehensive information on the Semester Dates, the Final Exam Schedule, university resources such as the library, Disability Resource Center, IT Student Help Desk, Online Writing Lab, Testing Center, Tutoring Center, and Writing Center. In addition, please review DSU policies and statements with regards to Academic Integrity, Disruptive Behavior and Absences related to university functions.

If you are a student with a medical, psychological, or learning disability or think you might have a disability and would like accommodations, contact the Disability Resource Center (652-7516) in the Student Services Center. The Disability Resource Center will determine eligibility of the student requesting special services and determine the appropriate accommodations related to their disability.

Dixie State University affirms its commitment to the promotion of fairness and equity in all aspects of the educational institution. Harassment and discrimination - including sex/gender discrimination, gender identity, gender expression, sexual harassment, sexual misconduct, gender-based violence, dating violence, domestic violence, stalking, pregnancy or parental, family or marital status and or retaliation - not only disrupts our commitment to maintaining an environment in which every member of the University community is treated with respect and dignity, but may also violate University policy and federal, state, and/or local law.

Should you or someone you know experience behavior that is coercive, discriminatory, harassing, and or sexually violent in nature, or if you or someone you know has questions about their rights and options regarding such behavior, you are encouraged to contact:

Hazel Sainsbury, Dir. Of Equity Compliance, Title IX Coordinator: 435.652.7747 (ext. 7747) hazel.sainsbury@dixie.edu ; titleix@dixie.edu

Incidents may also be reported directly to law enforcement, either separately or in conjunction with any report made to the University’s Title IX Coordinator, and the University will aid in making contact if requested.

Dixie State University Police: 435.275.4300 or by calling 9-1-1.

Maintaining a safe and inclusive University community is a shared responsibility. For more information on how Title IX protections can benefit you and help us keep a productive campus environment, visit titleix.dixie.edu to learn more.

Important Links

Disability Resource Center

IT Help Desk

Library

Testing Center

Tutoring Center