CASPER COLLEGE COURSE SYLLABUS
ELTR 2920, Section 01 – Small Computer Repair Techniques

Semester/Year: spring 2016

Lecture Hours: 2  Lab Hours: 2  Credit Hours: 3

Class Time: 1:00 - 2:50 p.m.  Days: M  Room: GW 208
Lab Time: 3:00 - 4:50 p.m.  Days: M  Room: GW 208

Instructor’s Name: Mr. Blesi

Instructor's contact Information:
Office Phone: 268-2459
Office Number: GW-116F
Email: jblesi@caspercollege.edu
Office hours:
M 10:00 - 11:00 a.m.
M 5:00 – 6:00 p.m.
T 10:00 a.m. - 12:00 p.m.
Th 12:00 - 1:00 p.m. (CS)

Course Description:
Techniques used to install and maintain personal computers. Emphasis will be on students developing abilities to fix personal computer hardware and software matters. Concepts and hands on will be used to prepare the student to support personal computers.

Statement of Prerequisites: None

Goal:
Be able to identify the names, purposes, and characteristics of various personal computer system modules.

Outcomes:
Upon completion of this course, the student will:
• Describe the modules of a personal computer.
• Install and connect the hardware for personal computers.
• Troubleshoot a personal computer to find and repair faults.

Course Objectives:
• Build a functioning personal computer.
• Install operating system and applications software.
• Install subsystems with applications software.
• Upgrade components.
• Identify common hardware problems and repair.
Methodology:
Students should read the text prior to arriving at class. The instructor will use the text to discuss the material and answer any questions. Outcomes will be judged by exams and laboratories. The course consists of two interrelated parts. The lecture portion presents basic theory using oral, power point, demonstrations, and handouts. The laboratory portion is designed to give the student a chance to use the theory to work with personal computer systems.

Evaluation Criteria:
Grade is based on exams and laboratories. Three exams will be used to evaluate theoretical concepts. Laboratory write-ups and participation will be used to evaluate hands on abilities required by the outcomes.

Percent of total grade for required work is shown below:

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Exams</td>
<td>60%</td>
</tr>
<tr>
<td>Laboratories</td>
<td>40%</td>
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</tbody>
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Final grade for course is on the following scale:

- 90%-100% A
- 80%-89%  B
- 70%-79%  C
- 60%-69%  D
- 00%-59%  F

Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.

Required Text, Readings, and Materials:


Class Policies:  Last Date to Change to Audit Status or Withdraw with a W Grade:
April 16, 2015

Laboratories are due at the start of the next scheduled lab period. Late points (10% per week) will be accessed for late laboratories. All laboratories must be completed to pass the class.

Exam grades are evaluated by the student’s input on the exams, which means if the student is not there, the grade is zero. A makeup may be given depending on the reason, the status of the student's laboratory work, and participation.

Safety: Personal and equipment safety standards will be strictly enforced. It is the individual’s responsibility to develop and use a safe work attitude. Disregard for the safety of yourself and/or others will result in dismissal from the class.

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.
Chain of Command: If you have any problems with this class, you should first contact the instructor to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head/Program Director, the Dean, and lastly the Vice President for Academic Affairs.

Academic Dishonesty: (Cheating & Plagiarism) Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct for more information on this topic.

Official Means of Communication: Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible to check their account regularly.

ADA Accommodations Policy: If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college’s Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu. The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.
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<thead>
<tr>
<th>Week</th>
<th>Chapter</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td></td>
<td>equality day</td>
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<tr>
<td>2</td>
<td>2</td>
<td>working inside a computer</td>
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<tr>
<td>3</td>
<td>1</td>
<td>first look at computer parts</td>
</tr>
<tr>
<td>4</td>
<td>4</td>
<td>all about motherboards</td>
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<td>5</td>
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<td>presidents day</td>
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<td>6</td>
<td>5</td>
<td>supporting processors and memory</td>
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<tr>
<td>7</td>
<td></td>
<td>Exam #1</td>
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<tr>
<td>8</td>
<td>6</td>
<td>supporting hard drives</td>
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<td>9</td>
<td></td>
<td>spring break</td>
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<tr>
<td>10</td>
<td>8</td>
<td>supporting I/O and storage devices</td>
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<tr>
<td>11</td>
<td>3</td>
<td>introducing windows operating systems</td>
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<tr>
<td>12</td>
<td>7</td>
<td>installing windows</td>
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<td>13</td>
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<td>Exam #2</td>
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<td>14</td>
<td>13</td>
<td>troubleshooting hardware problems</td>
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<tr>
<td>15</td>
<td>19, 21</td>
<td>supporting notebooks, supporting printers</td>
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<tr>
<td>16</td>
<td>11</td>
<td>optimizing windows</td>
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<tr>
<td>17</td>
<td></td>
<td>Exam #3: Wednesday May 11 from 8:00 a.m. to 10:00 a.m.</td>
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