ITNW 1425 – Introduction to Networking
Course Syllabus

Instructor Information:
Instructor: Jack Hagan
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E-Mail: jhagan@dccc.edu
Office: K103 on the Brookhaven campus
Lab: K101 on the Brookhaven campus (optional, available if needed)

Important Contacts:
For problems logging in, accessing the web site or other technical issues:
   Technical Support - call 972-669-6402 or http://dallastelecollege.dcccd.edu/techSupport.html
General questions about on-line Computer Information Technology courses offered through Brookhaven:
   Ms. Tarrylenn Wall - call 972-860-4746 or E-Mail twall@dccc.edu or
   Toby Lackey - call 972-860-4567 or E-Mail tlackey@dccc.edu

COURSE DESCRIPTION: Introduction to the fundamentals, basic concepts, and terminology of networks.
Topics include the access and use of the Internet and networking hardware and software, including
current developments in networking. (2 Lec., 2 Lab.) Former course prefix/numbers CISC 1372 and ITNW 1421.

STUDENT LEARNING OUTCOMES: Upon successful completion of this course, the student will be able to:
1) Describe the evolution of data communication
2) List and describe various data communication protocols of importance
3) List and describe various networking standards
4) Describe alternative networking approaches and topologies
5) Describe the differences between data communication operations and data processing operations
6) Describe various important hardware devices used in networking
7) Understand the role of commercial communications companies in networking
8) Describe the tasks associated with network management
9) Describe the tasks associated with maintaining network security

REQUIRED MATERIALS:
TEXTBOOK:
LabConnection 2.0 for Network+ Guide to Networks
You just need one of the versions listed below:
   • DVD Version - ISBN: 9781285053202
   • Online Version – ISBN: 9781285053219

Workplace and Foundation Competencies:
The Computer Information Technology Department of Brookhaven College is committed to assisting you in obtaining the knowledge and skills that you will need to succeed in today’s dynamic work environment.
Toward this goal, the following workplace competencies and foundation skills have been integrated into this course.

- Manage Resources
- Exhibit Interpersonal Skills
- Work With Information
- Apply Systems Knowledge
- Use Technology
- Exhibit Time Management Skills
- Foundation Skills
- Demonstrate Basic Skills
- Demonstrate Thinking Skills
- Exhibit Personal Qualities
- Demonstrate Responsibility Skills

**Student Contributions:**

Your contribution includes the following:

- Students will spend at least four to six hours per week preparing for class.
- Students will read the text chapters.
- Students will study and complete the assignments as designated by the instructor.
- Students will complete assignments and tests in a timely manner.

**Course Evaluation:**

You will accumulate course points for work done as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Exams @ 100 points each</td>
<td>400</td>
</tr>
<tr>
<td>4 HW Assignments @25 points each</td>
<td>100</td>
</tr>
<tr>
<td>1 Project @ 100 points</td>
<td>100</td>
</tr>
<tr>
<td>10 Lab Assignments @40 points each</td>
<td>400</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1000</strong></td>
</tr>
</tbody>
</table>

Your final course grade will be determined as shown:

<table>
<thead>
<tr>
<th>Points Earned</th>
<th>Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>900-1000</td>
<td>A</td>
</tr>
<tr>
<td>800-899</td>
<td>B</td>
</tr>
<tr>
<td>700-799</td>
<td>C</td>
</tr>
<tr>
<td>600-699</td>
<td>D</td>
</tr>
<tr>
<td>000-599</td>
<td>F</td>
</tr>
</tbody>
</table>

**Late Points**
A late penalty of 5 points per day will be assessed on any assignment that is turned in late. Late projects will be assessed a penalty of 15 points per day.

Your instructor can give you your current point total at any time during the semester.

**Withdrawal with a "W":**

If you are unable to complete this course, YOU must withdraw by the official drop date, as noted in the Course Schedule. If you stop “attending” class and do not withdraw you will receive a performance grade, usually an “F”.

**STOP BEFORE YOU DROP!**

For students who enrolled in college level courses for the first time since the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: https://econnect.dcccd.edu/eConnect/droppingfacts.html

Students often drop courses when help is available which would allow them to continue. Please feel free to discuss your plans with your instructor if you are considering a drop.

If you still wish to drop, after having reviewed all of the above, you should:

- Browse to the DCCCD eConnect web site (http://eConnect.dcccd.edu).
- Click the Current Credit Student Menu link.
- Click the Log In link.
- After logging in, find and click the Drop Classes link (look under the Register for Classes area).
- For more information about Dropping, you may visit https://www1.dcccd.edu/catalog/ss/oep/dw.cfm?use_nav=oep&loc=DCCCD

**Americans with Disabilities Policy Statement:**

If you feel the need for an academic adjustment due to any type of physical disability or learning difference, please contact Special Services at 972-860-4847, http://www.brookhavencollege.edu/studentsvcs/special-services) for advisement and counseling. They will be happy to work with you.

**Notice for Students on Financial Aid:**

If you are receiving Financial Aid grants or loans, be aware that:

- Your participation in this course must begin on or before the official certification date.
- If you are failing the course, you must participate after the drop date.
- You must check with the Financial Aid Office prior to Dropping/Withdrawing this course.
Violation of any of these rules may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester.

Incomplete ("I") Grading:

Incompletes are only considered in those circumstances where a student has had a documentable crisis or emergency occurring sometime in the last several days of the course, preventing the student from completing the final few items of required work (a last Project or Exam, for example). The "I" is designed only to provide a little extra time to finish up, and is not granted to students who are substantially behind in their work as the end of the course approaches. It is not to be considered as a grade to request should you simply not have the time to get your work done during the semester.

If you feel you meet the qualifications for an "I" and would like to request one, contact your Instructor as soon as possible. Students who do not qualify for an "I" may not complete any coursework for credit after the final Absolute Deadline as shown in the Course Schedule.

Academic Dishonesty:

All work in this course is undertaken with the understanding that academic honesty is the only acceptable behavior for students. Further, it is understood that the Instructor sets the standards of academic honesty in this course, determines when those standards have been violated and determines the consequences of that behavior by the student.

Students are expected to do their coursework by themselves unless it is specifically noted that group work is allowed for a particular item. Violations of this rule are considered cheating and will be penalized.

Cheating is defined as collusion, collaboration, providing assistance, access and use of material intended for Instructors only, viewing of another students' work before or after submission for grading, file sharing, password sharing, fabrication or plagiarism. None of these will be tolerated. Excuses such as "It was an accident" or "I didn't know we couldn't work together" will not relieve the student of penalties. There are no acceptable explanations for any of these behaviors.

For the first offense, a grade of 0 will be issued for the coursework in question. Students then failing to complete all further coursework on their own will receive a score of 0 for the entire related Course Component involved in the second offense.

Students often share a computer at home or in an office with another student or students who is/are also simultaneously enrolled in this course. Sharing a computer is permitted, provided:

Your Instructor is notified, which you will do as part of completing Assignment 0
AND
You work on the shared computer at a different time from the person(s) you are sharing the computer with
AND
You do not view the monitor while the other person(s) is/are working on the course
AND
You do not at anytime view any printouts or files of the person(s) you are sharing the computer with
AND
Your files are placed in separate folders or on separate storage media from the person(s) you are sharing the computer with. If you do not know how to do that, ask your Instructor.

**DCCCD Rules:**

All students in this course are expected to abide by the rules and regulations as set forth in both the DCCCD Student Code of Conduct and the DCCCD Rules for Responsible Computing. Failure to comply may result in legal and/or disciplinary action. For more information, visit [https://www1.dcccd.edu/cat0910/ss/computer.cfm?loc=DCCCD](https://www1.dcccd.edu/cat0910/ss/computer.cfm?loc=DCCCD)

**Receiving Your Grades**

End-of-semester grades will not be mailed to you by the college. To receive your grades you have two options: through the Internet or through the Telephone Touch-Tone System. Depending on your choice use the following directions:

**Internet Access to Grades:**

- Go to the Dallas County Community College website (http://www.dcccd.edu)
- Next, look at the Online Services heading.
- Under the Online Services heading click on eConnect-Register, Pay, Check Grades.
- You are now on the student menu.
- Next click on My Personal Information (this will expand the menu)
- Now click on My Grades
- Enter your seven digit student ID (not your social security #)
- Enter your password or if it is your first time to use the system enter your date of birth. (Example: Feb 16, 1965 021665)
- Now select the grade type you wish to review (CR-Credit Grades) and click on submit.
- Grades start with “oldest” term—now find yours.

**Telephone Access to Grades:**

- Dial 972-613-1818.
- Press 2 for grades.
- Press 1 – wait for directions to enter your seven digit Student ID#.
- Enter PIN (Six digit -- Example: Date of birth Feb 16, 1965 021665)
- Select correct option for the semester grades you are inquiring about.

**Finally:**

Your instructor reserves the right to modify the course requirements, assignments, grading procedures and other related policies as circumstances dictate. Additional exam or course information may be posted in the Announcements section of the course throughout the semester.

All students in this course are expected to abide by the rules and regulations as set forth in both the [DCCCD Student Code of Conduct](https://www1.dcccd.edu/cat0910/ss/computer.cfm?loc=DCCCD) and the [DCCCD Rules for Responsible Computing](https://www1.dcccd.edu/cat0910/ss/computer.cfm?loc=DCCCD). Failure to comply may result in legal and/or disciplinary action.