

MGMT 4336 Networks & Data Communication Section D10 Spring 2021

Course Description/Overview

A first course in data communications and networking. Topics include: IP networks and services, comparative network configurations and communications protocols, function and purpose of physical network components, resource sharing, client-server systems, administrative issues and tools, and industry standards. Provides initial training and opportunity for professional Network certification.

Prerequisite Knowledge

Management 3343 and Computer Science 1315, or equivalent.

Course Technology

Access to course materials, online assignments, and synchronous sessions is via Blackboard. TestOut courseware is used extensively. Some assignments may require the use of Microsoft Word.

Class Meeting Times

This is an online class. Lectures are through synchronous sessions whose times will be announced in the class announcements board. NOTE: The final exam is proctored and must be taken in person at Angelo State University during finals week.

Technical Support

The Technology Service Center (TSC) may be contacted by calling (325) 942-2911 or 1-866-942-2911 or by email at helpdesk@angelo.edu

Faculty/Instructor Information

Jeremy St. John, PhD

Assistant Professor of Management Information Systems Office: Rassman 247

Phone: (325)486-6620 (office) E-mail: Jeremy.StJohn@angelo.edu

Office Hours: online; Other times by appointment.

Required Courseware

TestOut Network Pro
ISBN: 978-1-935080-43-5

NOTE: Students should never purchase TestOut course from another student or off a website like eBay.com or Amazon.com as once the activation code is used then it cannot be used for another student. The TestOut course license cannot be resold by an individual.

Course Objectives

Learning Objectives:

Upon completion of this course, students will be able to...

1. Gain knowledge of PC hardware installation and configuration.
2. Gain knowledge of Windows client computer use and administration.
3. Enumerate the TCP/IP suite and ISO's OSI reference model layers and their functions.
4. Demonstrate competence in the use of common network configuration and trouble-shooting tools.
5. Distinguish between common network equipment such as routers, switches and firewalls.

Assessment Methods

Course Requirements:

Students will be required to complete all work given, including courseware, individual assignments and all the chapter questions as well as the comprehensive final assessment as described below.

Courseware:

All sections and/or subsections in TestOut must be completed in sequential order without skipping sections and/or subsections. When calculating the percentage complete, only those sections and/or subsections that have been completed in order without skipping sections and/or subsections will be used in the percentage complete calculation for the progress check.

Quizzes:

All quizzes will be taken through TestOut. NOTE: Although this is an online class, the final exam is proctored and must be taken in person during finals week.

Final Exam:

TestOut's Network Pro certification exam will be the final exam for this class. NOTE: Although this is an online class, the final exam has to be proctored and must be taken in person during finals week, day and time TBA. OTHER COMMENTS: The final exam is

more lab oriented than quiz oriented. You can repeat the labs an unlimited number of times. Once you go through the courseware there is also a very helpful appendix that helps you prepare for the certification exam.

Labs:

Labs in TestOut can be repeated an unlimited number of times until the student is satisfied with his or her performance. The average grade as reported in TestOut will be used in the gradebook.

TestOut Quizzes:

Quizzes taken in TestOut can be taken up to two times and the average score will be used in the gradebook. More than two attempts will result in a grade reduction for each quiz taken more than two times.

Discussion Questions:

Discussion questions are generally two parts: a posting (50% of grade) and a response to someone else's posting (50% of grade). Discussion questions require timely interaction with other students and will not be accepted after the due date.

Progress Checks:

A goal of this class is to take the TestOut Network Pro certification test at the end of the semester.

A schedule for achieving this goal is provided in the Blackboard course website under "Network Pro Progress Chart". Every other week, your progress in TestOut will be assessed and a grade will be assigned based on whether or not the weekly goal has been achieved.

Synchronous Sessions:

Students are expected to participate in a weekly synchronous session with the instructor. Each session will be recorded. To earn the full Synchronous Session points students must either attend the live session and submit a 3 to 5 sentence long response, or watch the recording and submit a 3 to 5 sentence long response.

The response may be a short description of what the session covered, questions you might have about session topics, or comments pertaining to any part of the session. It has to be substantive and specific to the session topic.

Grading Policies

This course employs the following to measure student learning.

Grade breakdown

The following activities will be used to calculate the grade for the course:

	Percentage	Activity
	30%	TestOut Quizzes

	10%	Passing Certification Exam
	15%	Certification Test Grade (%)
	10%	TestOut Labs
	14%	Progress Checks
	21%	Synchronous Sessions/ Discussions/assignments
	100%	Total

Grading System

Each activity (exam, homework assignment, quiz, etc.) will be graded on the basis of 100%. Weighted averages will be computed at the end of each assessment opportunity. The grading system for the course is given in the following table.

Letter Grade	Semester Combined Average
A	90 or above, plus pass the Network Pro certification test
B	80 – 89.9
C	70 – 79.9
D	60 – 69.9
F	Below 60

NOTE: In order to earn a grade of ‘A’ for this course, you will be required to take and pass the Network Pro Certification test.

Angelo State University employs a letter grade system. Grades in this course are determined on a percentage scale:

A = 90 – 100 %

B = 80 – 89 %

C = 70 – 79 %

D = 60 – 69 %

F = 59 % and below.

Response Time

The primary means of communication will be classroom announcements, emails and the online course management system. I generally respond to emails during weekdays within 24 hours, and within 48 hours on weekends. Quizzes are graded automatically, and you should see your score for quizzes immediately on completion.

Missed/Late Work

This course is self-paced. You are free to complete your assignments in advance, but you need to meet the deadlines outlined on the course found on the last page of this syllabus. Late work assignments are not accepted without a university approved excuse, and completing assignments early is encouraged.

Participation/Absenteeism

Progress checks are used to determine and grade class participation. Time spent working on required lessons and videos are recorded and may be used as input for determining progress checks. Additionally, students are expected to participate in several synchronous sessions with the instructor. Students may participate live or watch a recorded session within 72 hours to count as participation. Not participating in synchronous sessions may lower your progress check grade.

Final Exam

The final exam involves testing for Network Pro certification. The final exam is proctored and must be taken live in the classroom during finals week.

Course Policies

Academic Honesty and Integrity

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding and complying with the university Academic Honor Code, which is in both print and web versions of the ASU Student Handbook.

Academic integrity is expected. This includes, but is not limited to, any form of cheating, plagiarism, unauthorized sharing of work, or unauthorized possession of course materials. The professor assumes that all students can be trusted. Please do not violate this trust. Violation of academic integrity will result in a failing grade for the course.

It is the professor's intention to be as fair and impartial as is humanly possible. Therefore, all students will be asked to adhere to the same set of guidelines and rules UNLESS there are disabilities or documented extenuating circumstances that have been discussed with the professor and the Student Life Office. Please make sure you inform the professor as soon as any situation arises. Do NOT wait until the problem is compounded by poor class performance, poor attendance, etc.

Code of Ethics

Students, faculty, administrators and professional staff of the College of Business should always:

- Be forthright and truthful in dealings with all stakeholders
- Take responsibility for one's actions and decisions
- Serve as an example of ethical decision-making and behavior to others
- Admit errors when they occur, without trying to conceal them
- Respect the basic dignity of others by treating them as one would wish to be treated

Courtesy and Respect

Courtesy and respect are essential ingredients to this course. We respect each other's opinions and respect others points of view at all times while in our class sessions. The use of profanity and harassment of any form is strictly prohibited (Zero Tolerance), as are those remarks concerning one's ethnicity, life style, religion, etc., violations of these rules will result in appropriate disciplinary actions.

Accommodations for Disability

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA), and subsequent legislation.

Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student's responsibility to initiate such a request by emailing studentservices@angelo.edu, or by contacting:

Mrs. Dallas Swafford
Director of Student Development
Office of Student Affairs
University Center, Suite 112
325-942-2047 Office
325-942-2211 FAX
Dallas.Swafford@angelo.edu

Title IX at Angelo State University:

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance. This is done in order to connect students with resources and options in addressing the allegations reported. As a student, are encouraged to report any incidents of sexual misconduct directly to ASU's Office of Title IX Compliance and the Title IX Coordinator. You may do so by contacting:

Michelle Miller, J.D.

Title IX Coordinator

Mayer Administration Building, Room 210

325-942-2022

michelle.miller@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form. If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic at 325-942-2171, Counseling Services at 325-942-2371 or the ASU Crisis Helpline at 325-486-6345. The Office of Title IX Compliance also provides accommodations related to pregnancy (such as communicating with your professors regarding medically necessary absences, modifications required because of pregnancy, etc.). If you are pregnant and need assistance or accommodations, please contact the Office of Title IX Compliance utilizing the information above. For more information about Title IX in general you may visit www.angelo.edu/title-ix.

Student absence for religious holidays

As stated in the Angelo State University Operating Policy and Procedures (OP 10.19 Student Absence for Observance of Religious Holy Day), a student who intends to miss class to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

Course Drop

To view information about how to drop this course or to calculate important dates relevant to dropping this course, you can visit http://www.angelo.edu/services/registrar_office/course_drop_provisions.php.

Incomplete as a Course grade

As stated in the Angelo State University Operating Policy and Procedure (OP 10.11 Grading Procedures), the grade "I" is given when the student is unable to complete the course because of illness or personal misfortune. For undergraduates, an "I" that is not removed before the end of the next long semester automatically becomes an "F". A graduate student will be allowed one year to remove a grade of "I" before it automatically becomes an "F". To graduate from ASU, a student must complete all "I's".

Grade Appeal Process

As stated in the Angelo State University Operating Policy and Procedures (OP 10.03 Student Grade Grievances), a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, has experienced inequitable evaluation procedures, or inappropriate grading practices, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the grade appeal process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at: <http://www.angelo.edu/content/files/14196-op-1003-grade-grievance>.