

Course Syllabus

Fall 2018

ET 314 – Information Technology

3 credit hours

Science and Technology Center

Monday & Wednesday 11:00 a.m. – 12:15 p.m.

Instructor: Antonio Brownlow

(662) 254-3411
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Catalog Description: (From 20017-2019 Undergraduate Catalog)

Brief Course Description: This course provides the fundamentals of information technology including computer hardware/software, database design, and networking. Students will have an opportunity to create a database using one of the Database Management Systems

Textbooks: Technology in Action, 14th Edition: Authors: Alan Evans, Kendall Martin, and Mary Anne Poatsy, ISBN – (13) 978-0-12-3-460822-8, (10) 0-13—460822-8

Course Competencies: Upon successfully completion of this course student should be able to:

- Identify the Parts of a computer
- Explain how the internet works and data is transmitted
- Explain how to access and use software and describe how to best manage software
- Describe the types and functions of operating systems
- Evaluate computer system's hardware functioning, including CPU and memory subsystem
- Explain the basics of networking and the components needed to create a network
- Describe the life cycle of a software project
- Explains the basics of databases

NOTE: Additional assignments (SLOs) may be made upon objectives of course as they relate to students needs to gain an expected level of knowledge of the subject matter and the skills exemplified by the students.

Course Requirements for ET 314:

Course requirements include the following:

- Course textbook
- Pens and paper at all times
- Complete all required assignments/presentation by date assigned
- Be prepared to take quiz at anytime (will not necessarily be announced)
- Participate in questions and answer sessions
- Read the text and become extremely knowledgeable of assigned chapters

Office Hours and Responses to Email and Telephone Inquiries:

I am available anytime I am not in class or attending mandatory meetings. My class schedule and meeting time are as follows: 9:00 – 9:50 a.m. MWF, 11:00 a.m. – 12:15 p.m. MW, and 11:00 – 11:50a.m. TR, and 2:00 – 4:30 pm R. If there are pressing issues during this time, please speak with Ms. Murphy or email me.

Grade Standards for ET 314:

ET 314	
A	90 - 100
B	80 - 89
C	70 – 79
D	60 – 69
F	59 and below

Class Attendance	15%
Presentations	20%
Quizzes and Tests	25%
Mid-term & Finals	25%
Constructive Participation Question & Answers	15%

Class Policies:

Attendance: **Students are expected to attend class.** ET 314 is a three (3) semester hours course therefore, a student can only accumulate five (5) none excuse absents before they automatically lose **(5) five points** from their final grade. . Any student that has seven (7) unexcused absentes will automatically drop one letter grade. Any student with nine (9) or more absentes will automatically fail this class. Past experience shows the performance of students who do not attend class is less satisfactory than is the performance of students who do attend class. Students are responsible and accountable for all information in lectures and all modifications to assignments presented in class. If a student misses a class, he or she is responsible for the material missed. **No make-ups will be given for tests unless an official documented excuse is received.**

Punctuality: Every student is expected to practice professional time management skills and report to class on time. Students who arrive within the first three (3) minutes are considered to be on time. All students who show up after the three (3) minute allotted time are considered late. A student who accumulates three (3) late arrivals will be assigned one (1) absentee. All students who show up (10) ten minutes late are considered absent, but are allowed to stay in the class. Individual students who exhibit a pattern of habitual tardiness may be refused entrance to the class on the occasion of a late entrance.

Disruptive Behavior: **Using cell phones in my class is considered disruptive behavior.**

- The use of cell phones during class is considered disruptive behavior. Students caught using cell phones will have points deducted from that next test or presentation (*also see electronic devices below*).
- Effective learning environments require the attention and positive contribution of both student and teacher. Sidebar or loud conversations, jokes, laughter, pranks, etc., between and among students in the classroom while class is in session are disruptive to the learning environment.
- No food or drinks are allowed in this classroom.

- Students smelling like marijuana or alcohol is also considered disruptive behavior. If students enter the class reeking of one of these smells they will be asked to leave the class and marked absent.

Professional Language/Respect: Professional language, conduct, and respect for peers, the instructor, and the learning process are a basic requirement.

Electronic Devices: All **cell phones** placed on silent prior to entering the class. Habitual failure to follow the rule regarding **cell phones** may result in a student being asked to leave class.

Make-up Work: Make-up work/tests are not routinely available. **No make-ups will be given for tests unless an official documented excuse is received.**

Emergencies do occur. In the event of an emergency such as illness, family responsibilities, or death in the immediate family, documentation of the situation may be requested. Upon receipt/approval of the excuse, the instructor will schedule a date to complete the test. Rescheduled exams may contain different types and numbers of questions. The same material content will be covered.

Assignments will only be accepted as called for by the instructor, on the date due. If an assignment is delivered late, a scoring penalty will be applied.

Honor Code: Any work submitted is expected to be yours. Dishonesty (cheating) in any form will not be tolerated and will be handled by your instructor following the "*Policy and Procedures on Cheating and Plagiarism*" as published in the Mississippi Valley State University Undergraduate Catalog. All tests will be monitored.

Other: All other student conduct policies are in full effect as explained in the Mississippi Valley State University Undergraduate Catalog.

Accommodating Special Needs Students: Mississippi Valley State University is committed to providing reasonable accommodations for students with a documented disability. If you feel you are eligible to receive accommodations for a covered disability (medical, physical, psychiatric, learning, vision, hearing, etc.) and would like to request if for this course, you must be registered with the Services for Students with Disabilities (SSD) program administered by University College. It is recommended that you visit the Disabilities Office located inside the EMAP Computer Lab in the Technical Education (IT) Building to register for the program at the beginning of each semester.

For more information or to schedule an appointment, please contact Mr. Billy Benson, Jr. via phone or email at 662-254-3005 or billybenson@mvsu.edu