



**VIRTUAL CAMPUS**

School of Business

**2. UNIVERSITY MISSION STATEMENT**

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, lifelong learning, and service to God and humankind.

**3. COURSE NUMBER & NAME:**

MISM 3301-VC01, Information Technology Hardware

**4. TERM:**

**Summer 2018 (May 28 – Aug 11)**

**5. INSTRUCTOR:**

Dr. Kenroy C. Wedderburn

**6. CONTACT INFORMATION:**

Office phone: 806-291-1024

WBU Email: [wedderburnk@wbu.edu](mailto:wedderburnk@wbu.edu)

Cell phone:

**7. OFFICE HOURS, BUILDING & LOCATION:**

EX: M/T/W/TH 2:30-3:

**8. COURSE MEETING TIME & LOCATION:**

Meeting day & time: Online

**9. CATALOG DESCRIPTION:**

Skills and knowledge used to maintain and repair personal computers.

**10. PREREQUISITE:**

COSC 2311

**11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL:**

<b>BOOK</b>	<b>AUTHOR</b>	<b>ED</b>	<b>YEAR</b>	<b>PUBLISHER</b>	<b>ISBN#</b>	<b>UPDATED</b>
<u>PC Pro LabSim (Access Code)</u>	Testout		2013	Testout	9781-93508-0428	7/18/13

**12. OPTIONAL MATERIALS****13. COURSE OUTCOMES AND COMPETENCIES:**

- Recognize equipment and name it properly
- Discuss the basics of what the individual components do.
- Describe how CPU's function
- Identify RAM technologies
- Demonstrate how RAM is installed on a motherboard.
- Demonstrate the procedure for installing a motherboard.
- Discuss the function of the Expansion Bus
- Demonstrate how expansion cards are installed.
- Demonstrate applicable safety precautions when working inside the computer case.
- Discuss the different types of storage media and strategies for protecting data on each..
- Demonstrate an understanding of the various input and output devices.
- Demonstrate an understanding of network components and topologies.
- Discuss troubleshooting techniques for hardware and software.

**14. ATTENDANCE REQUIREMENTS:**

As stated in the Wayland Catalog, students enrolled at one of the University's external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University's attendance policy.

**15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY:**

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

**16. DISABILITY STATEMENT:**

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

**17. COURSE REQUIREMENTS and GRADING CRITERIA:**

In this class, students will be evaluated according to performance in the following categories:

- PC Pro Practice Exam                    30%
- Essays    30%
- Discussions                                    15%
- Successful Completion of Weekly assigned Simulation Exercises and Practice Questions for the 12 Testout Sections                    25%

**Essay Requirements**

- Must have cover page indicating your name, ID #, Topic, Essay Number
- Must be 5 – 10 pages (not counting cover page and references)
- Must have an Introduction, Conclusion and other sub headings
- At least two references

**Weekly Requirements**

- You are required to complete each weekly package of assignments and Testout tasks by the due dates as indicated in the schedule below. Successful on-time completion will determine you grade out of the total of 25% (as indicated above)

Grade achievement levels are as follows:

<u>Grade</u>	<u>Range</u>
A	90%+
B	80-89%
C	70-79%
D	60-69%
F	0-59%

**17.1 Include Grade Appeal Statement:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final

course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

## 18. TENTATIVE SCHEDULE

Week #	Topic	Required Assignment	Due Date
<b>1</b> May 28 – Jun 2	- Computing Overview - PC Technician	- Complete Sections 1 & 2 - Essay #1 – The role of the PC Technician (Include typical work day and average salary range)	June 2
<b>2</b> Jun 3 – Jun 9	- System Components	- Complete Section 3	June 9
<b>3</b> Jun 10 – Jun 16	- Peripheral Devices - Storage	- Completion Sections 4 & 5 - Discussion #1	June 16
<b>4</b> Jun 17 – Jun 23	- Networking	- Completing Section 6 - Essay #2 Storage Devices in the World of Big Data	June 23
<b>5</b> Jun 24 – Jun 30	- Printing	- Complete Section &	June 30
<b>6</b> Jul 1 – Jul 7	- Mobile Devices	- Complete Section 8 - Discussion #2	July 7
<b>7</b> Jul 8 – Jul 14	- System Management	- Complete Section 9	July 14
<b>8</b> Jul 15 – Jul 21	- System Implementation - File Management	- Complete Sections 10 & 11	July 21
<b>9</b> Jul 22 – Jul 28	- Security	- Complete Section 12 - Essay #3 Security and the Internet	July 28

Week #	Topic	Required Assignment	Due Date
<b>10</b> Jul 29 – Aug 4	- Review	- Discussion #3	Aug 4
<b>11</b> Aug 5 – Aug 11		- PC Pro Practice Exam	Aug 11

## 19. ADDITIONAL INFORMATION

- The **course schedule is tentative** and may be changed during the term as events warrant. Students are responsible for any schedule changes made through announcements or WBU emails.
- Always use your Wayland email and add “MISM3301 “ in the subject line as well as “your first name, last name and students ID” in the email when communicating with me.