IT 4600: Senior Project
Fall 2022 Syllabus

Course Description

During this capstone course students will achieve several certifications.

The class is VERY much self-directed. You will choose what you are going to focus on and HOW you are going to achieve it. Your instructor is always willing to meet with you to help with study ideas and how to achieve your goals (in this case, a certificate)

Prerequisites

This class should be taken the semester you plan to graduate.

Course fees

The fee for this course is $20.00. This will be use to pay for a lab assistant and replace aging hardware.

Instructor

Professor: Dr Joe Francom

- Email: joe.francom at utahtech dot edu
- Phone: 435-652-7732 (note: email preferred)
- Office: NBURNS 237
- Office Hours: See Below

Joe’s Fall 2022 Schedule

<table>
<thead>
<tr>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>MWF</td>
<td>9am - 9:50 - IT3100</td>
<td></td>
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<tr>
<td>MWF</td>
<td>10am - 10:50 - Office hours</td>
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<tr>
<td>MWF</td>
<td>11am - 11:50 - IT3300</td>
<td></td>
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<tr>
<td>MWF</td>
<td>12pm - 1:00 - Office hours</td>
<td></td>
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<tr>
<td>MW</td>
<td>1:30 - 2:45 - IT2500</td>
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</tbody>
</table>

Zoom is the preferred method of office hours. See canvas for the link.

Objectives

- Students will obtain three IT industry certifications.

Resources

There is no required text for this course. However, each student will need to research information specific to individual certifications. Should you need any assistance, the instructor is willing and eager to meet with you. Do not silently fail. Get help.

Course Web Site

This course has an accompanying website. You are responsible for announcements, the schedule, and other resources posted on the website. Assignments and grades will be managed using Canvas, which requires a valid Utah Tech username and password. The course website is accessible at http://computing.utahtech.edu/courses/.

Assignments and Exams
You need to complete some industry certifications as given on the certification list. You must obtain pre-approval from the instructor before pursuing the certifications.

Some course participation will be required. There will be things like:

- mock interviews
- resume creation
- career center visit
- job application
- advisor visit
- other things

**Grading**

Your grade will be determined based on the number of certs that you achieve.

- One cert = C- letter grade (cannot count previous certs, or certs from other courses)
- Two certs = B- letter grade (can count another cert achieved this semester (i.e. from another course))
- Three certs = A- letter grade (can count another cert achieved this semester AND another cert that doesn’t expire for a year (perhaps you achieved this one last semester)).

If you are not working on any other cert for any other course, nor have any unexpired certs, the only way to get an ‘A’ is to achieve 3 approved certs this semester. (And complete the required tasks: see below)

Note: To pass the course, you are required to achieve at least ONE certification during the semester in which you are enrolled for the course AND not being used for another course (C- grade).

If you do $\frac{1}{3}$ of the other required course tasks, your grade will increase by $\frac{1}{3}$. For example, you will move from a C- to a C.

If you do $\frac{2}{3}$ of the other required course tasks, your grade will increase by $\frac{2}{3}$. For example, you will move from a C- to a C+.

Tasks will be available on the Canvas webpage for the course.

**Course Policies**

**Absences**

Students are responsible for material covered and announcements made in class. School-related absences may be made up only if prior arrangements are made. The class schedule presented is approximate. The instructor reserves the right to modify the schedule according to class needs. Changes will be announced in class and posted to the website. Exams and quizzes cannot be made up unless arrangements are made prior to the scheduled time.

**Time**

Courses should require about 45 hours of work per credit hour of class. This class will require about 135 hours of work on the part of the student to achieve a passing grade, which is approximately 9 hours per week. If you do not have the time to spend on this course, you should probably rethink your schedule.

**Late work**

Assignments that are turned in by the due date and that are done correctly will receive full points.

Late assignments can be turned in until the exam is given which covers the assignment. You may receive a reduced score on the late assignment.

Assignments will not be accepted after an exam has been given that relates to those earlier assignments.

Any exceptions must be discussed with the instructor. Computer failure does not qualify as an excuse for late work.

**Cheating and Collaboration**
It is ok to talk to each other and to get help from each other, but in the end, everything should be your own. You should NOT copy/paste. You should know what cheating is. Cheating can be penalized with an ‘F’ on the assignment, and ‘F’ in the course, and/or appropriate annotation on campus-wide student records.

**Important Dates Fall 2022**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Aug 22</td>
<td>Date classes begin</td>
</tr>
<tr>
<td>Aug 26</td>
<td>Last day to add without instructor permission</td>
</tr>
<tr>
<td>Sep 2</td>
<td>Last day for refund of 100% tuition and fees</td>
</tr>
<tr>
<td>Sep 6</td>
<td>Late registration / payment fee - Purge date (students who have not paid tuition / fees IN FULL or made payment arrangements may be dropped from classes!)</td>
</tr>
<tr>
<td>Sep 12</td>
<td>Pell Grant census date</td>
</tr>
<tr>
<td>Sep 12</td>
<td>Last day for refund of 50% tuition and fees</td>
</tr>
<tr>
<td>Sep 19</td>
<td>Last day to add or audit classes with instructor permission</td>
</tr>
<tr>
<td>Oct 12</td>
<td>Midterm grades posted</td>
</tr>
<tr>
<td>Oct 18</td>
<td>Last day to drop an individual class</td>
</tr>
<tr>
<td>Nov 11</td>
<td>Last day for complete withdrawal from all classes</td>
</tr>
<tr>
<td>Dec 9</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>Dec 12-16</td>
<td>Final Exam dates</td>
</tr>
<tr>
<td>Dec 20</td>
<td>Final grades posted</td>
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**Disability Statement**

DSU strive to make learning materials and experiences accessible for all students so If you are a student with a medical, psychological, or learning disability or anticipate physical or academic barriers based on disability, you are welcome to let me know so we can discuss options. Students with documented disabilities are required to contact the Disability Resource Center located in the North Plaza Building, Next to the Testing Center (435-652-7516) to explore eligibility process and reasonable accommodations related to disability.

**Title IX Statement**

DSU seeks to provide an environment that is free of bias, discrimination, and harassment. If you have been the victim of sexual harassment/misconduct/assault we encourage you to report this to the college’s Title IX Director, Cindy Cole, (435) 652-7731, cindy.cole@dixie.edu. If you report to a faculty member, she or he must notify the Title IX Director about the basic facts of the incident.

**Email Disclaimer**

You are required to frequently check your campus email account. Important class and university information will be sent to your campus email account, including Utah Tech bills, financial aid/scholarship notices, notices of canceled classes, reminders of important dates and deadlines, and other information critical to your success at Utah Tech and in your courses. To access your campus email account, visit mail.utahtech.edu. Your username is your Digital ID (e.g. D00111111) If you have forgotten your PIN, visit my.utahtech.edu and click the “Forgot Pin” button.

**College Policies**

[Policy for absences related to college functions](#)

[Disability Resource Center](#)

[IT Help Desk](#)

[Library](#)

[Testing Center](#)

[Tutoring Center](#)