Class Hours: 3.0  
Credit Hours: 4.0  
Laboratory Hours: 3.0  
Date Revised: Fall 2011

Catalog Course Description:

A directed study and utilization of specific hardware, applications and software products within business and industry. This course requires extensive utilization of specific computer resources. Students may expect a high degree of lab work and documentation.

Entry Level Standards:

College level reading and writing, plus adequate planning and logic expectations are expected as students must read handouts and online material and be ready to discuss the material in class. In addition, students will be expected to do independent research on the topics and test various code sets as directed.

Prerequisites:

Departmental Approval.

Co-requisites:

None

Textbook(s) and Other Course Materials:

The material selected will be relevant to the subject matter being presented.

I. Week/Unit/Topic Basis:

<table>
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<th>Week</th>
<th>Topic</th>
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| 1 | Introduction to concepts related to the chosen subject matter.  
Note: This course is designed to allow emerging new technologies, new products, new languages and applications to be covered. As such the weekly content will be inserted here prior to offering this course on an as-needed basis. Subject matter will vary depending on the need for this course to be offered. |
| 2 | Weekly coursework and lab exercises to be determined based on course content |
| 3 | Weekly coursework and lab exercises to be determined based on course content |
| 4 | Weekly coursework and lab exercises to be determined based on course content |
| 5 | Weekly coursework and lab exercises to be determined based on course content |
| 6 | Weekly coursework and lab exercises to be determined based on course content |
II. Course Goals*:

The course will:

A. Provide content aligned with the needs of business and industry.   I, II, III, IV, X, XI

B. Provide an understanding of the primary concepts and usage of this product set.   I, II, III, IV, XI

C. Guide students to understand the use and processes needed to be able to correctly apply this product to workforce needs.   I, II, III, IV, XI

D. Guide students to use logic, resources and tools associated with this product set.   I, II, III, X, XI, XII

*Roman numerals after course objectives reference goals of the CSIT program (Career Program Goals and General Education Goals are listed [http://www.pstcc.edu/departments/curriculum_and_instruction/syllabi/](http://www.pstcc.edu/departments/curriculum_and_instruction/syllabi/) )

III. Expected Student Learning Outcomes*:

Students will be able to:

1. Demonstrate knowledge of the product set being covered. (A, F, G)

2. List, discuss and use the product set features. (B, D, E)

3. Produce working client-based procedures or code aligned with this product. (B, C, D, E, F, G)

4. Find and use tutorial resources. (B, C, D, E, F, G)

5. Additional requirements germane to this topic coverage as will be listed here. (B, C, D, G, E)

* Capital letters after Expected Student Learning Outcomes reference the course goals listed above.

IV. Evaluation:

A. Testing Procedures: 33% of grade
The instructor's policy will be provided via a supplement to the course syllabus.

B. Laboratory Expectations: 67% of grade

C. Field Work:

None

D. Other Evaluation Methods:

This information, if applicable, will be provided by the instructor in a supplement to the course syllabus.

E. Grading Scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>92 - 100</td>
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<tr>
<td>B+</td>
<td>89 - 91</td>
</tr>
<tr>
<td>B</td>
<td>82 - 88</td>
</tr>
<tr>
<td>C+</td>
<td>79 - 81</td>
</tr>
<tr>
<td>C</td>
<td>72 - 78</td>
</tr>
<tr>
<td>D</td>
<td>65 - 71</td>
</tr>
<tr>
<td>F</td>
<td>Below 65</td>
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</tbody>
</table>

V. Policies:

A. Attendance Policy:

Pellissippi State expects students to attend all scheduled instructional activities. As a minimum, students in all courses (excluding distance learning courses) must be present for at least 75 percent of their scheduled class and laboratory meetings in order to receive credit for the course. Individual departments/programs/disciplines, with the approval of the vice president of the Learning Division, may have requirements that are more stringent. In very specific circumstances, an appeal of the policy may be addressed to the head of the department in which the course was taken. If further action is warranted, the appeal may be addressed to the vice president of the Learning Division.

B. Academic Dishonesty:

Academic misconduct committed either directly or indirectly by an individual or group is subject to disciplinary action. Prohibited activities include but are not limited to the following practices:

• Cheating, including but not limited to unauthorized assistance from material, people, or devices when taking a test, quiz, or examination; writing papers or reports; solving problems; or completing academic assignments.
• Plagiarism, including but not limited to paraphrasing, summarizing, or directly quoting published or unpublished work of another person, including online or computerized services, without proper documentation of the original source.
• Purchasing or otherwise obtaining prewritten essays, research papers, or materials prepared by another person or agency that sells term papers or other academic materials to be presented as one’s own work.
• Taking an exam for another student.
• Providing others with information and/or answers regarding exams, quizzes, homework or other classroom assignments unless explicitly authorized by the instructor.
• Any of the above occurring within the Web or distance learning environment.

C. Accommodations for disabilities:

Students who need accommodations because of a disability, have emergency medical
information to share, or need special arrangements in case the building must be evacuated
should inform the instructor immediately, privately after class or in her or his office. Students
must present a current accommodation plan from a staff member in Services for Students with
Disabilities (SSWD) in order to receive accommodations in this course. Services for Students
with Disabilities may be contacted by going to Goins 127, 132, 134, 135, 131 or by phone:
539-7153 or TTY 694-6429. More information is available at
www.pstcc.edu/departments/swd/.

D. Other Policies: