

COURSE TITLE BLACKBOARD SITE	Course: INT3203 Technical Infrastructure Summer 2011 – http://my.ltu.edu and select CRN 5382
INSTRUCTOR	Name: Dr. Andrew Makar Title: Adjunct Professor Telephone: 586-481-9235 E-mail: andy@amakar.com Office hours by appointment
SCHEDULE	May 18, 2011 – July 28, 2011 Refer to http://www.ltu.edu/registrars_office/calendar_final_exam.index.asp for the last date to withdraw and other important registration related information.
LEVEL/ HOURS PREREQUISITE	Undergraduate Degree / 3 credit hours
REQUIRED TEXT (See Blackboard for additional resources)	Discovering Computers 2009 Shelly, Cashman & Vermaat ISBN-13: 978-1-4239-1198-2 ISBN-10: 1-4239-1198-9 Available for online purchase through LTU Bookstore at: http://lawrence-tech1.bkstore.com/bkstore/TextbookSelection.do?st=489
ADDITIONAL RESOURCES	LTU Online student resources: http://www.ltu.edu/ltuonline/
TECHNICAL SUPPORT	Technical support for using Blackboard is provided by the Helpdesk. Visit www.ltu.edu/ehelp or 248.204.2330 or helpdesk@ltu.edu . Send the Help Desk a form detailing any issues by clicking here http://tinyurl.com/3yqrvne .

COURSE SCHEDULE FOR TRADITIONAL & COLLEGE OF MANAGEMENT SEMESTER COURSES

This fully online course begins with a partial week online course orientation period to familiarize yourself with the online learning environment and to meet online or via the phone with your instructor. Each subsequent week starts on a Monday and ends on a Sunday.

Dates	Modules	Topics / Readings	Assignments Due
Prior to Semester Start and May 18 – May 22	Module 0	Overview of textbook Online Learning Orientation Course Orientation and group formation	Course orientation Instructor conversation <ul style="list-style-type: none"> Update your email address in Blackboard. Read the syllabus, familiarize yourself with the course shell and read the Chapters for our first night.
Week of May 23 – May 29	Module 1 (note: more than one module may be scheduled in a week)	Chapter 1 – Introduction to Computers Chapter 2 – The Internet and WWW	<ul style="list-style-type: none"> Update your email address in Blackboard. Read the syllabus, familiarize yourself with the course shell and read the Chapters for our first night.
Week of May 30 – June 5	Module 2	Chapter 3 – Application Software Chapter 4 – Components of the System Unit	Due 5/29 11:59 PM <ul style="list-style-type: none"> Quiz – Chapter 1 & 2 For each discussion board: <ul style="list-style-type: none"> Respond to the instructors questions this week and three of your colleague's responses
Week of June 6 – June 12	Module 3	Chapter 5 – Input Chapter 6 – Output	Due 6/5 11:59 PM <ul style="list-style-type: none"> Quiz – Chapter 3 Quiz - Chapter 4 For each discussion board: <ul style="list-style-type: none"> Respond to the instructors questions this week and three of your colleague's responses
Week of June 13 – June 19	Module 4	Chapter 7 – Storage Chapter 8 – Operating Systems and Utility Programs	Due 6/12 11:59 PM <ul style="list-style-type: none"> Paper #1 due Quiz - Chapter 5 Quiz - Chapter 6 For each discussion board: <ul style="list-style-type: none"> Respond to the instructors questions this week and three of your colleague's responses
Week of June 20 – June 26	Module 5	Chapter 9 – Communications and Networks Chapter 10 – Database Management	Due 6/19 11:59 PM <ul style="list-style-type: none"> Quiz Chapter 7 Quiz Chapter 8 For each discussion board: <ul style="list-style-type: none"> Respond to the instructors questions this week and three of your colleague's responses

Dates	Modules	Topics / Readings	Assignments Due
Week of June 27 – July 3	Module 6	Chapter 11 – Computer Security, Ethics and Privacy	Due 6/26 11:59 PM <ul style="list-style-type: none"> Paper #2 Due Quiz Chapter 9 Quiz Chapter 10 For each discussion board: <ul style="list-style-type: none"> Respond to the instructors questions this week and three of your colleague's responses
Week of July 4 – July 10	Module 7	Chapter 12 – Information Systems Development	Due 7/4 11:59 PM <ul style="list-style-type: none"> Quiz Chapters 11 Respond to the instructors questions this week and three of your colleague's responses.
Week of July 11 – July 17	Module 8	Chapter 13 – Programming Languages and Program Development Chapter 14 – Enterprise Computing	Due 7/10 11:59 PM <ul style="list-style-type: none"> Quiz Chapter 12 Respond to the instructors questions this week and three of your colleague's responses.
Week of July 18 – July 24	Module 9	Chapter 15 – Computer Careers and Certifications	Due 7/17 11:59 PM <ul style="list-style-type: none"> Paper #3 Due Quiz Chapter 13 Quiz Chapter 14 For each Discussion Board: <ul style="list-style-type: none"> Respond to the instructors questions this week and three of your colleague's responses.
Week of July 25 – Jul 28	Module 10	Submit Reflective Consolidation Paper	Due 7/24 11:59 PM <ul style="list-style-type: none"> Quiz Chapter 15 Respond to the instructors questions this week and three of your colleague's responses.
THIS IS A 10 WEEK SEMESTER. THE SEMESTER WILL BE CONDENSED TO INCLUDE REMAINING COURSEWORK AND FINAL EXAMS.			

STUDENT EVALUATION

The course has nn assignments totaling nn points. Letter grades are awarded based on the total number of points achieved. Points are deducted for late assignments.

EXAMPLES:

Assignments	Points
Online Discussion Participation (15 *20 points)	300
Weekly Quiz (15 * 20 points)	300
3 IT Topic Research Papers	300
Reflective Consolidation Paper	100
Total Points	1000

Class Points	Letter Grade
96 and above	A
90 – 95	A-
87 – 89	B+
83 – 86	B
80 – 82	B-
77 – 79	C+
73 – 76	C
70 – 72	C-
61 – 70	D (Undergrad Only)
60 and below	E

Note: Grades lower than a "B" fall below the LTU graduate standard

EDUCATIONAL GOALS

Understand how designing a computer architecture that will meet the needs of the business environment. Current hardware, network and software technologies will be explored as well as system architectures for the single user, center, and networked computing systems. Single and multi-user operating systems will also be discussed.

STUDENT LEARNING OBJECTIVES / OUTCOMES

- Demonstrate knowledge and application of major hardware/software components of a computer system used by organizations
- Explain the differences and general functions of popular operating systems
- Differentiate between major network types
- Discuss management challenges created by information system
- Discuss ethical issues that impact the use of information technology

PREREQUISITE SKILLS

Undergraduate level [INT 3023](#) Minimum Grade of D-

INSTRUCTIONAL METHODS AND COURSE ORGANIZATION

Blackboard Learning Environment – Blackboard at my.ltu.edu contains the syllabus, all assignments, reading materials, streaming videos, narrated PowerPoint mini-lectures, podcasts, written lecture notes, chapter quizzes, links to Web resources, and discussion forums. You will submit all assignments via Blackboard, and are expected to participate regularly in discussion topics. Please take time to familiarize yourself with the organization of the Blackboard site. You will want to check the site frequently for announcements reminding you of new resources and upcoming assignments.

Student/Instructor Conversations – Students keep in touch with the instructor via e-mail messages, telephone conference calls, and IM conversations.

Required Reading – Textbook chapters should be read according to the schedule outlined in the syllabus. Chapters will be discussed online.

Assignments – Quizzes, IT Topic papers and a reflective learning paper will be used.

CLASS POLICIES AND EXPECTATIONS

(Please review to verify the information supports student expectations. Update as needed for alignment with your course policies, learning objectives, and student expectations.)

I plan to offer you a valuable learning experience, and expect us to work together to achieve this goal. Here are some general expectations regarding this course:

Each student has a LTU email account. If you wish to use a different email address for this course, please **change your email address in Blackboard under “Blackboard Tools”, then “Personal Information”** and send an email to me so I can store your address in my email directory.

Readings, discussion forum participation, and written assignments must be completed according to the class schedule. It is important to contact the instructor as needed to discuss personal needs regarding course requirements and assignments.

It is essential that all students actively contribute to the course objectives through their experiences and working knowledge.

All assignments must be submitted on schedule, via Blackboard, and using Microsoft Office compatible software. If you need to submit an assignment via email, contact the instructor in advance.

Assignments must be completed to an adequate standard to obtain a passing grade. Requirements for each assignment are detailed in this syllabus.

Be prepared to log into Blackboard at least once each day. Please focus your online correspondence within the appropriate Blackboard discussion forums so that your colleagues can learn from you.

At midterm and at the end of the course, you will be invited to participate in a University evaluation of this course. Your feedback is important to the University, to LTU Online, and to me as an instructor, and I encourage you to participate in the evaluation process.

It is important for you as students to know what to expect from me as your instructor:

- I will be available to you via e-mail and phone, and will promptly reply to your messages.
- I will be available to you for face-to-face appointments as requested.
- I will maintain the Blackboard web site with current materials, and will resolve any content-related problems promptly as they are reported to me.
- I will send out a weekly e-mail update to all class members to guide upcoming work and remind you of assignment due dates.
- I will return all assignments to you promptly, and will include individualized comments and suggestions with each assignment.
- I will hold our personal written or verbal communications in confidence. I will not post any of your assignments for viewing by the class without requesting your approval in advance.
- I will treat all members of the class fairly, and will do my best to accommodate individual learning styles and special needs.
- If any of these points need clarification, or when special circumstances arise that require my assistance, please contact me so that we can discuss the matter personally.

Late Policy – Late assignments are not accepted. Failure to submit an assignment by the due date and time will result in a 0 for the assignment. If you need an extension, a 3 day notice prior to the due date. Extensions are rarely granted and provided based on health or emergency.

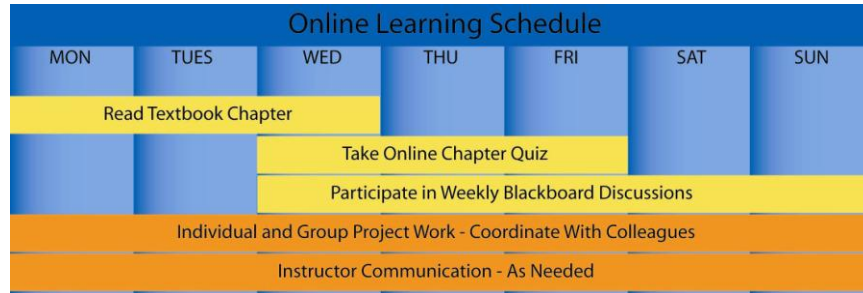
PRACTICAL GUIDELINES FOR CLASS LOAD EXPECTATIONS

A three-credit course generally requires at least nine hours per week of time commitment. Here are some practical guidelines to help schedule your time commitments for this online course:

- A 14-week semester (the Summer semester is compressed into 10 weeks) would require at least 126 hours of time commitment to successfully complete all readings, activities, assignments, and texts as described in this syllabus.
- You should reserve at least 6 hours per week to read the required textbook chapters and resources, participate in online discussions, review presentation materials, and work through online quizzes. This effort will total at least 84 hours over the course of the semester.

- You should organize your remaining time to roughly correspond with the point value of each major assignment. This means that you should plan to spend at least:
 - 8-9 hours preparing your case study review;
 - 24-40 hours working with your group on the three parts of your semester-long project;
 - 8-9 hours working on the various components of your reflective consolidation (final exam).

These guidelines may not reflect the actual amount of outside time that you – as a unique individual with your own learning style – will need to complete the course requirements. The number of hours each week will vary based on assignment due dates, so please plan ahead to insure that you schedule your academic, work, and personal time effectively. The following graphic can be used to guide you in planning your weekly course work to remain on schedule:



ASSIGNMENT DETAILS

Course assignments and evaluation criteria are detailed below. Please review these requirements carefully. See the section Academic Resources / Assessment Guidelines for information about assessment of written and oral presentations.

Details for all assignments are shown below. Please note that you should not submit any assignments to the Blackboard “Digital Drop Box.” All assignments are submitted using the Blackboard “Assignments” or “SafeAssign” function. Some assignments are also posted to the Blackboard Discussion Forum for student comments.

Assignment IT Topic Papers and Reflective Consolidation (400 Points)

Research Topic Papers (3 papers)

The goal of each of the IT Infrastructure papers is to write a 5-7 page paper (approx 2000 words) about a specific topic related to IT Infrastructure. Students are required to do additional research on the topic and use a minimum of 3 resources other than the textbook.

You must include a bibliography that lists the sources. The paper is expected in APA format; those papers not in APA format will have points subtracted. Proper APA formatted in-text citations and reference page are required. The paper should be prepared in Microsoft Word. You should be sure to use both the spelling and grammar checking functions to correct the final paper before turning it in. Points will be subtracted for mistakes in these areas.

Reflective Consolidation Paper

A reflective consolidation will serve as a “final examination” covering the course content. Prepare an 8 page (double-spaced), minimum, reflective consolidation paper based on your key concepts and principles learned from this course, and how this learning may add value to your future learning or professional objectives. Your paper will be evaluated to a maximum of 50 points based on the depth of your assessment, your linkage to course content, and your overall organization and writing quality. I recommend connecting with 8 or more concepts and principles and writing a minimum of 1 page per concept or principle.

You should do some research for background either on the Internet or in the library. You are strongly encouraged to use the Internet to do some of your research. You must include a bibliography that lists the sources. The paper is expected in APA format; those papers not in APA format will have points subtracted. Proper APA formatted in-text citations and reference page are required.

The paper should be prepared in Microsoft Word. You should be sure to use both the spelling and grammar checking functions to correct the final paper before turning it in. Points will be subtracted for mistakes in these areas.

Quizzes and Online Participation (600 points)

Online Discussion Board Participation

Students are required to respond to the (2) instructor led discussion questions and reply (3) to student responses

Please see On-Line Participation Rubric for a description of discussion board grading.

Each week multiple discussion boards may be assigned as we cover more than 1 chapter in a week.

Please note that 5 responses are expected in each of the discussion boards to earn maximum credit.

Chapter Quizzes

Each chapter will have an online quiz. Each quiz will consist of 20 questions selected at random from a pool of questions that may include true/false, multiple choice, vocabulary, essay, and short answer.

NOTE: To be most successful on the quizzes, students are encouraged to read the chapter carefully and ask questions.

On-Line Participation Rubric

The following rubric or guidelines will be employed when grading both in-class and on-line or BlackBoard participation points.

On-line Participation Points

Students will be graded for their on-line participation using BlackBoard. Students will be asked to respond not only to those posts by the instructor but to their peer posts as well. This will be completed during the on-line weeks where the student is to post on a regular basis.

Specifically:

- Each student is expected to respond to instructor postings. The instructor will not post every week, but activities will be monitored. It is the student's responsibility to check BlackBoard on a regular basis (at least two to three times a week).
- Each student is required to lead and facilitate his or her own postings. The student is also required to respond to posts from their peers on a regular basis.
- Discussion forums are open for 1 week and close at the beginning of the next session.
- **Quality of posts** – when grading a student's posts, the instructor will use the following as a guideline. High quality posts receive the maximum number of points.

Posting Quality Rating	Examples
High (10 points)	<ul style="list-style-type: none"> Original thoughts not already contained in the threaded discussion Cited examples/ideas from the Internet – please list the URL that you have referenced Agreement/Disagreement with other postings and including a strong reason why
Fair (5 points)	<ul style="list-style-type: none"> Some original thoughts/some repeat of what has already been listed in the threaded discussion.
Poor (0 points)	<ul style="list-style-type: none"> Simple agreement or affirmation

Sample Post Grading:

Responds to both discussion questions with high quality	Responds to 3 Student threads	Total Points
20	10	30
Responds to 1 discussion question with high quality	Responds to 3 Student threads	
10	10	20
Doesn't respond	Responds to 2 Student threads	
0	7	7

SYLLABUS ADDENDA

Please see the LTU Online “Current Students” web site <http://www.ltu.edu/ltuonline/> for comprehensive information about Lawrence Tech’s academic services, library services, student services, and academic integrity standards. The content of this web site is explicitly included as syllabus requirements.

The LTU Online “Current Students” web site also includes grading rubrics used by your instructor to evaluate written assignments, discussion forum participation, and group assignments. Please note that the SafeAssign anti-plagiarism product will be used for written assignments submitted for this course. Please see the instructions included on the LTU Online web site regarding the use of the SafeAssign product.

Leadership Transcripts

The leadership transcript enables students to track co-curricular activities that are undertaken above and beyond the requirements of the LTU curriculum. The leadership transcript serves students by enhancing the leadership portfolio; providing the opportunity for a transcript of distinction; enhancing their resumes; and assisting in articulating leadership experience. It can be accessed by logging on to Banner Web and clicking the Student and Financial Aid tab. Leadership Activities is located at the bottom of the list.