**Mr. Clayton Chaffin**

**Computer Science Teacher**

**Utica Senior High School**

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**3rd Period Planning**

**Class**: Computer Technology Assistant: Level 4

**Purpose**: This course is designed for individuals who have basic computer user skills and who are interested in obtaining a job as an entry-level IT technician. This course is also designed for students who are seeking the CompTIA A+ certification and who want to prepare for the CompTIA A+ Core 1 220-1001 Certification Exam and the CompTIA A+ Core 2 220-1002 Certification Exam.

**Objectives:** In this course, you will install, configure, optimize, troubleshoot, repair, upgrade, and perform preventive maintenance on personal computers, digital devices, and operating systems.

You will:

• Support operating systems.

• Install and configure PC system unit components and peripheral devices.

• Install, configure, and troubleshoot display and multimedia devices.

• Install, configure, and troubleshoot storage devices.

• Install, configure, and troubleshoot internal system components.

• Install, configure, and maintain operating systems.

• Maintain and troubleshoot Microsoft Windows.

• Explain network infrastructure concepts.

• Configure and troubleshoot network connections.

• Manage users, workstations, and shared resources.

• Implement client virtualization and cloud computing.

• Implement physical security.

• Secure workstations and data.

•Troubleshoot workstation security issues.

• Support and troubleshoot laptops.

• Support and troubleshoot mobile devices.

• Install, configure, and troubleshoot print devices.

• Implement operational procedures.

**Evaluation:** Students will be evaluated based on accuracy of class assignments, observation of proper techniques in class, testing, computer lab participation and other computer lab activities. All work will be done in the computer lab and around our district.

Students earn grades on the following scale:

1. = 100-90
2. = 89-80
3. = 79-70

D = 69-60

F = 59 & below

**Course Texts:**

Pengelly, James and Taylor, Pamela. The Official CompTIA® A+® Core 1 and Core 2 Student Guide (Exams 220-1001 and 220-1002). Downers Grove: CompTIA, Inc, 2018.

**Rules of Conduct:**

1. Be Prepared 3. Follow UHS Handbook
2. Be Respectful 4. Have Fun!

**Emergency Procedures**: Students are expected to follow the emergency procedures that are either posted in the classroom or discussed in class. Students are also expected to adhere to all safety rules and regulations and to use the computer equipment properly. Students will receive a safety lesson for the computer lab.

**Course Schedule:**

|  |  |  |  |
| --- | --- | --- | --- |
| Week | **Lesson** | Topic | Pages |
| 1 | **Lesson 15: Supporting and Troubleshooting Laptops** | Topic A: Use Laptop Features | 817-825 |
|  |  | Topic B: Install and Configure Laptop Hardware | 826-838 |
| 2 |  | Topic C: Troubleshoot Common Laptop Issues | 839-852 |
| 3 | **Lesson 16: Supporting and Troubleshooting Mobile Devices** | Topic A: Mobile Device Types | 853-862 |
|  |  | Topic B: Connect and Configure Mobile Device Accessories | 863-869 |
| 4 |  | Topic C: Configure Mobile Device Network Connectivity | 870-882 |
|  |  | Topic D: Support Mobile Apps | 883-892 |
| 5 |  | Topic E: Secure Mobile Devices | 893-902 |
|  |  | Topic F: Troubleshoot Mobile Device Issues | 903-920 |
| 6 | **Lesson 17: Installing, Configuring, and Troubleshooting Print Devices** | Topic A: Maintain Laser Printers | 921-931 |
|  |  | Topic B: Maintain Inkjet Printers | 932-937 |
| 7 |  | Topic C: Maintain Impact, Thermal, and 3D Printers | 938-946 |
|  |  | Topic D: Install and Configure Printers | 947-971 |
| 8 |  | Topic E: Troubleshoot Print Device Issues | 972-984 |
| 9 |  | Topic F: Install and Configure Imaging Devices | 985-992 |
|  | **Lesson 18: Implementing Operational Procedures** | Topic A: Environmental Impacts and Controls | 993-1003 |
| 10 |  | Topic B: Create and Maintain Documentation | 1004-1014 |
|  |  | Topic C: Use Basic Change Management Best Practices | 1015-1019 |
| 15 |  | Topic D: Implement Disaster Prevention and Recovery Methods | 1020-1031 |
| 16 |  | Topic E: Basic Scripting Concepts | 1032-1047 |
|  |  | Topic F: Professionalism and Communication | 1048-1064 |
| 17 | **Clean/Helpdesk/Organize/Make-up Work** |  |  |
| 18 | **Clean/Helpdesk/Organize/Make-up Work** |  |  |

**August 17th, 2023**

Dear Parent/Guardian:

As part of your child’s learning experience in repairing and maintaining computers in CTA 1-4 and Tech, your child may be occasionally traveling to different buildings in the North Fork School District throughout the year. These buildings include:

* Utica Elementary
* Newton Elementary
* North Fork Board Office
* Utica Senior High
* Utica Middle School

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Mr. Clayton Chaffin

**Consent Form**

I permit my child \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to take part in the educational activities described above. I have notified the school of any physical or medical problems which might interfere with my child’s participation in any activity.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Utica High School

Student CTA and CT Agreement

**Student Agreement**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand I may have access to North Fork Local

(Student Name)

School District’s individually identifiable student information and elevated computer privileges during my time as a Computer Tech Assistant and Computer Tech. Access to this information and these privileges is relevant and necessary in the ordinary course of performing my duty Computer Tech Assistant and Computer Tech. I do solemnly affirm that when given access to an individual's general information, I will not make any disclosure of personal information and/or personal data protected by state and federal laws or by any North Fork Local School District system policy of Utica High School policy. I will also act with integrity and respect toward the staff and any technology equipment I may interact with. I understand that any unauthorized use of privileges or any unauthorized disclosure of individually identifiable student information and/or data may lead to my dismissal as a Computer Tech Assistant and Computer Tech, the loss of school-related technology use privileges, school disciplinary action against me, and/or possible law enforcement involvement (pursuant to violation of any state and federal laws).

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(Student Signature) (Date)

**Parent Agreement**

“My signature below certifies that I, parent of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, realize

(Student Name)

my child may have access to North Fork Local School District’s individually identifiable student information and elevated computer privileges during their time as a Computer Tech Assistant and Computer Tech. I understand that any unauthorized use of privileges or unauthorized disclosure of individually identifiable information may lead to his/her dismissal as a Computer Tech Assistant and Computer Tech, to the loss of technology privileges, disciplinary action against my child, and/or possible law enforcement involvement (pursuant to violation of any state and federal laws).”

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(Parent Signature) (Date)