

CIST 2451 – Introduction to Networks

****Disclaimer Statements****

*****Instructor reserves the right to change the syllabus and/or lesson plan as necessary.*****

*****The official copy of the syllabus is located inside the student's online course shell or will be given to them during face to face class time the first day of the semester. The syllabus displayed in advance of the semester in a location other than the course you are enrolled in is for planning purposes only.*****



CIST 2451 – Introduction to Networks
COURSE SYLLABUS
Web-enhanced / Lecture
Spring Semester 2016

****Tentative – Subject to Change**

Semester: 201614 Spring 2016
Course Title: Cisco Network Fundamentals
Course Number: CIST 2451
Credit Hours/ Minutes: 4 / 4500
Class Location: 812 - Med. Tech Bldg
Class Meets: T/R 10:15-12:00 / 16 wks
(Lab) T 6:00 – 9:40pm / 16 wks
CRN: 40051

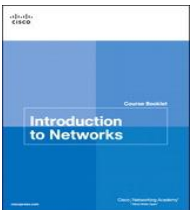
Instructor: John Taylor
Office Hours: 2:30-5:00 Mon/Wed/Thu
Office Location: 810 - Med. Tech Bldg
Email Address: jtaylor@southeasterntech.edu
Phone: 912-538-3116
Preferred method of contact: **STC Owl Mail**
Tutoring Hours: Made by Appointment

REQUIRED TEXT:



Introduction to Networks Course Booklet

By Cisco Networking Academy.
Published by Cisco Press.
Published: Aug 5, 2013;
Copyright 2014;
Pages: 360; Edition: 1st.
ISBN-10: 1-58713-311-3; ISBN-13: 978-1-58713-311-4;



Introduction to Networks Lab Manual

By Cisco Networking Academy.
Published by Cisco Press.
Published: Aug 8, 2013;
Copyright 2014;
Pages: 432; Edition: 1st.
ISBN-10: 1-58713-312-1; ISBN-13: 978-1-58713-312-1;

You can purchase from the STC bookstore stcbookstore@southeasterntech.edu or 912-538-3129.

REQUIRED SUPPLIES & SOFTWARE: Internet access.

COURSE DESCRIPTION: This course provides students with classroom and laboratory experience in current and emerging network technology. Topics include basics of communication, converged networks, OSI and TCP/IP network models, Application layer protocols, services, and applications, Transport layer protocols and services, Network layer addressing and routing concepts, IPv4 and IPv6, calculating IPv4 subnets, Data Link layer and the encapsulation process, Physical layer components and data encoding, Ethernet and network protocol analysis, network cabling, and basic network configuration.

MAJOR COURSE COMPETENCIES: Network Basics, Application Layer Protocol, Services, and Applications; Transport Layer Protocols and Services; Network Layer Addressing and Routing Concepts; Ethernet and Media Access Control; Network Cabling; and Basic Network Configuration.

PREREQUISITE(S): Program Admission

COURSE OUTLINE:

1. Exploring the Network
2. Configuring a Network Operating System
3. Network Protocols and Communication
4. Network Access
5. Ethernet
6. Network Layer
7. Transport Layer
8. IP Addressing
9. Subnetting IP Networks
10. Application Layer

GENERAL EDUCATION CORE COMPETENCIES: STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS: Students are expected to complete all work shown on the attached assignment sheet. Students are also expected to complete all tests and comprehensive problems on the dates specified on the attached calendar. **Assignments will be saved via the Blackboard system.** Assignments are given with numerous days to complete; therefore **no assignment will be accepted late. After the due date a grade of zero will be given.** **CIST program students must earn a minimum grade of C in this course. Unannounced quizzes/assignments may be given. Students who miss an unannounced quiz or assignment will receive a grade of 0.**

ATTENDANCE GUIDELINES: Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course.

EMAILS: Preferred method of communication should be through OWL MAIL. Make sure that you always type your name and class in the subject line of every email you send me so I know which class you are in. **For example: CIST2451 Taylor**

CHECKING GRADES: A grade book is made available in the NetSpace course on the main page by clicking the MY GRADES link when students log in. This grade book is for students to review and is continuously updated throughout the semester. Students can view their grades at any time to see the individual grades for each assignment. The overall percentage averages should display in the grade book to help track course progress.

SURFING THE WEB WHILE IN CLASS: For each time a student is caught on Facebook or a site that is not approved by the instructor, student will be dismissed from class with an absence given for attendance.

CELL PHONE USING IN CLASS: Cell phone usage is not allowed in the classroom. Any student caught using a phone or answering a call during class will have a 5 point deduction on the next Exam/Test.

SPECIAL NEEDS: Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Jan Brantley, Room 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.

SPECIFIC ABSENCES: Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY: Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with the Special Needs Office. Swainsboro Campus: Jan Brantley Room 1208 (478) 289-2274 -- Vidalia Campus: Helen Thomas Room 108 (912) 538-3126.

WITHDRAWAL PROCEDURE: Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES: Students are required to take all tests scheduled during the semester. Failure to take Tests/Exam(s), and assignments **will result in a grade of zero. There will be no makeup of assignments or EXAMS.** If Internet or browser failure occurs, contact instructor immediately. A decision will be made at that time if the assignment/exam will be reset. Instructor reserves the right to deduct points from the scores for exceeding the scheduled time limit on the assignment/exam. **Note: If student notifies instructor about problems because of technical issues after the due date or on the last day of the semester, the student will NOT be allowed to make-up the assignment. No exceptions!** Assignments must be turned in on the assigned date and will not be accepted late, a grade of zero will be given. **All assignments are due according to the lesson plan. The due dates are posted on the lesson plan. Weeks start on Tuesday and end on Monday with assignments due on Monday at midnight. See Lesson Plan. Makeups are not allowed for unannounced quizzes/assignments.**

No Harm No Foul Policy: It is the student's responsibility to drop courses during the first three days by completing a withdrawal form with a Counselor in Student Affairs. If a student comes to class during the first three days or any day during this time, the student will be dropped with no penalty **only if** they have completed the Withdrawal Form with Student Affairs by the close of business on the third business day of the quarter. (For **SPRING semester, that day will be January 13, 2016.**) **The student must formally withdraw from classes in order to receive the no harm-no foul benefit.**

DROPPING COURSES BEFORE THE CLASS HAS BEGUN: Students wishing to withdraw from one or all courses prior to the first day of class need to go to Banner Web and drop their classes. Please note that a registration access number will be needed as well as a student's ID number and PIN. If the registration access number is unknown, the student will need to contact the registrar.

ACADEMIC DISHONESTY POLICY: The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

Procedure for Academic Misconduct

The procedure for dealing with academic misconduct and dishonesty is as follows:

--First Offense--

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

--Second Offense--

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

--Third Offense--

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION: Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

GRIEVANCE PROCEDURES: Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY: Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at www.southeasterntech.edu.

GRADING POLICY		GRADING SCALE		
Comprehensive Final	25%	A	Excellent	90-100
Hands-on/Skills Exam	20%	B	Good	80-89
Chapter Tests/Quizzes	25%	C	Satisfactory	70-79
Labs	10%	D*	Poor	60-69
Packet Tracers	15%	F*	Failing	0-59
Practice Exams	5%	*Grade of D or below results in student repeating		
	100%			

TCSG GUARANTEE/WARRANTY STATEMENT: *The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

**CIST 2451 – Cisco Network Fundamentals
 SPRING Semester 2016 Lesson Schedule (Fiscal Year 2016)**

Date	Chap / Less	Content	Assignments & Tests Due	Competency Area
<p>You should have purchased a book and lab manual for this course. The curriculum can and should be accessed thru the Cisco NetSpace as well. This online curriculum includes all interactive learning activities and provides an additional way to help your learn the course material. You will complete your chapter quizzes, exams and comprehensive final using the Cisco Network Academy NetSpace website. You should have received an email with information on logging in and setting up your account. Once you get logged in, I encourage you to download and install the Packet Tracer software. This is an excellent program that you will need installed to complete assignments as well as learn the concepts covered in this course. Contact your instructor if you have any questions.</p>				
Week 1 (Assignments due Jan 20)				
Tue Jan 12		Class Introduction – Syllabi, Outline, Work Ethics, Rules, and Regulations Coverage	Verify NetSpace login. Discuss Packet Tracer. Review Web curriculum. Review Course Introduction (book) Read Chapter 1 (Use web curriculum if possible)	1 A,C
Lab				
Thu Jan 14			Test Drive Packet Tracer.	
Week 2 (Assignments due Jan 27)				
Tue Jan 19	1	Exploring the Network	Lecture and Discussion.	1,7 A,C
Lab			Test Drive Packet Tracer. Do Chapter 1 Packet Tracer Activities on NetSpace Complete Hands-on Labs for Chapter 1 in Networking Lab.	1,7 A,C
Thu Jan 21			Take Chapter 1 Exam on NetSpace. Read Chapter 2 (Use web curriculum if possible)	
Week 3 (Assignments due Feb 3)				
Tue Jan 26	2	Configuring a Network Operating System -	Lecture and Discussion.	1,7 A,C
Lab			Complete Hands-on Labs for Chapter 2 in Networking Lab.	1,7 A,C
Thu Jan 28			Do Chapter 2 Packet Tracer Activities on NetSpace Take Chapter 2 Exam on NetSpace. Read Chapter 3 (Use web curriculum if possible)	

Week 4 (Assignments due Feb 10)				
Tue Feb 2	3	Network Protocols and Communication	Lecture and Discussion.	1,2,3 A,C
Lab			Complete Hands-on Labs for Chapter 3 in Networking Lab.	1,2,3 A,C
Thu Feb 4			Do Chapter 3 Packet Tracer Activities on NetSpace Take Chapter 3 Exam on NetSpace Read Chapter 4 (Use web curriculum if possible)	
Week 5 (Assignments due Feb 17)				
Tue Feb 9	4	Network Access	Lecture and Discussion	1,4,6 A,C
Lab			Complete Hands-on Labs for Chapter 4 in Networking Lab.	1,4,6 A,C
Thu Feb 11			Do Chapter 4 Packet Tracer Activities on NetSpace Take Chapter 4 Exam on NetSpace Read Chapter 5 (Use web curriculum if possible)	1,4,6 A,C
Week 6 (Assignments due Feb 24)				
Tue Feb 16	5	Ethernet	Lecture and Discussion	1,5 A,C
Lab			Work on Hands-on Labs for Chapter 5 in Networking Lab.	1,5 A,C
Thu Feb 18			Do Chapter 5 Packet Tracer Activities on NetSpace	1,5 A,C
Week 7 (Assignments due Mar 2)				
Tue Feb 23	5	Ethernet - continued	Lecture and Discussion	1,5 A,C
Lab			Complete Hands-on Labs for Chapter 5 in Networking Lab.	1,5 A,C
Thu Feb 25			Complete 5 Packet Tracer Activities on NetSpace Take Chapter 5 Exam on NetSpace Read Chapter 6 (Use web curriculum if possible)	1,5 A,C
Week 8 (Assignments due Mar 9)				
Tue Mar 1	6	Network Layer	Lecture and Discussion.	1,4 A,C
Lab			Complete Hands-on Labs for Chapter 6 in Networking Lab.	1,4 A,C
Thu Mar 3		Semester Midterm	Do Chapter 6 Packet Tracer Activities on NetSpace Take Chapter 6 Exam on NetSpace Complete Ch 6 PT Practice Skills Exam on NetSpace Read Chapter 7 (Use web curriculum if possible)	1,4 A,C

Week 9 (Assignments due Mar 16)				
Tue Mar 8	7	Transport Layer	Lecture and Discussion	1,3 A,C
Lab			Complete Hands-on Labs for Chapter 7 in Networking Lab.	1,3 A,C
Thu Mar 10			Do Chapter 7 Packet Tracer Activities on NetSpace Take Chapter 7 Exam on NetSpace Read Chapter 8 (Use web curriculum if possible)	1,3 A,C
Week 10 (Assignments due Mar 23)				
Tue Mar 15	8	IP Addressing	Lecture and Discussion	4 A,C
Lab			Complete Hands-on Labs for Chapter 8 in Networking Lab.	4 A,C
Thu Mar 17		65% point in course!! Last day to Drop/Withdraw from this class and get "W"!!!!	Do Chapter 8 Packet Tracer Activities on NetSpace Take Chapter 8 Exam on NetSpace Read Chapter 9 (Use web curriculum if possible)	4 A,C
Week 11 (Assignments due Apr 6)				
Tue Mar 22	9	Subnetting IP Networks	Lecture and Discussion	4 A,C
Lab			Work on Hands-on Labs for Chapter 9 in Networking Lab.	4 A,C
Thu Mar 24			Do Chapter 9 Packet Tracer Activities on NetSpace	4 A,C
March 28 – April 3 No Classes – Spring Break				
Week 12 (Assignments due Apr 13)				
Tue Apr 5	9	Subnetting IP Networks - continued	Lecture and Discussion	4 A,C
Lab			Complete Hands-on Labs for Chapter 9 in Networking Lab.	4 A,C
Thu Apr 7			Complete 9 Packet Tracer Activities on NetSpace Take Chapter 9 Exam on NetSpace Read Chapter 10 (Use web curriculum if possible)	4 A,C

Week 13 (Assignments due Apr 20)				
Tue Apr 12	10	Application Layer	Lecture and Discussion	1,2 A,C
Lab		Must sign-up for Hands-on Final time slot!!!	Complete Hands-on Labs for Chapter 10 in Networking Lab.	1,2 A,C
Thu Apr 14		Sign up for Hands-on Final this week!!!!	Do Chapter 10 Packet Tracer Activities on NetSpace Take Chapter 10 Exam on NetSpace Read Chapter 11 (Use web curriculum if possible)	1,2 A,C
Week 14 (Assignments due Apr 27)				
Tue Apr 19	11	It's a Network	Lecture and Discussion Complete PT Practice Skills Exam	1-7 A,C
Lab			Work on Hands-on Labs for Chapter 11 in Networking Lab.	1-7 A,C
Thu Apr 21			Do Chapter 11 Packet Tracer Activities on NetSpace Complete PT Practice Skills Exam Take Chapter 11 Exam on NetSpace	1-7 A,C
Week 15 (Assignments due May 5)				
Tue Apr 26			Review for Final Exam/ Hands-on Final	1-7 A,C
Lab			Complete Hands-on Labs for Chapter 11 in Networking Lab.	1,2,3,4,5,6 A,C
Thu Apr 28			Complete Practice Final Exam Review for Final Exam	1,2,3,4,5,6 A,C
Finals				
Tue May 5		Comprehensive Final in Classroom – No books!!!	Take Comprehensive Final Exam in Room 812.	1-7 A,C

Competency Areas:

1. Network Basics
2. Application Layer Protocols, Services, and Applications
3. Transport Layer Protocols and Services
4. Network Layer Addressing and Routing Concepts
5. Ethernet and Media Access Control
6. Network Cabling
7. Basic Network Configuration

*General Core Competency Areas:

- A. The ability to utilize standard written English.
- B. The ability to solve practical mathematical problems.
- C. The ability to read, analyze, and interpret information.