



# Minot State University

## BUSINESS INFORMATION TECHNOLOGY DEPARTMENT Course Outline

### Course Outline:

**Course:** Technology Management (BIT 385)

**Course Credit:** 3.0 Credit Hours

**Instructor:** Mehdi S. Tehrani (PhD)

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**Address:** College of Business, 500 University Ave W, Minot, ND 58707

**Office Location:** Old Main, Room 301F

**PHONE NUMBER:** 701-858-3096 (Office)-1800-777-0750-ext-3096

**FAX:** 701-8583448

**Class Schedule:** Online

**Due Date:** Aug 25th 2008- Dec 12th 2008

### Required Textbook:

- **A+ Guide to Managing and Maintaining Your PC, Sixth Edition, Comprehensive**
- Author - Jean Andrews
- Year - 2007
- Publisher - Thomson
- ISBN - 13: 978-0-619-21758-7

### Required Software:

- **LabSim for A+ Essentials**

- Author(s): TestOut! Corporation
- ISBN 10: 1-4180-7305-9
- ISBN 13: 978-1-4180-7305-3 © 2007

**Course Description:**

1. Introducing Hardware
2. Introducing Operating Systems
3. PC Repair Fundamentals
4. Form Factors and Power Supplies
5. Processors and Chipsets
6. Motherboards
7. Upgrading Memory
8. Hard Drives
9. Installing and Supporting I/O Devices
10. Multimedia Devices and Mass Storage
11. Installing Windows 2000/XP
12. Maintaining Windows 2000/XP
13. Supporting Windows 2000/XP Users and Their Data
14. Troubleshooting Windows 2000/XP Startup
15. Windows 9x/ME Commands and Startup Disk
16. Supporting Windows 9x/ME
17. PCs on a Network
18. PCs on the Internet
19. Securing your PC and LAN
20. Notebooks, Table PCs, and PDAs
21. Supporting Printers and Scanners
22. The Professional PC Technician

**Lecture Schedule:**

| Date        | Project, Quiz, Discussion   | Due Date     |
|-------------|---|--------------|
| August 25   | <ul style="list-style-type: none"> <li>• Read Chapter 1</li> <li>• Take quiz 1</li> <li>• Project 1</li> </ul>        | August 31    |
| September 1 | <ul style="list-style-type: none"> <li>• Read Chapters 2 and 3</li> <li>• Take quiz 2</li> <li>• Project 2</li> </ul> | September 7  |
| September 8 | <ul style="list-style-type: none"> <li>• Read Chapters 4 and 5</li> </ul>   | September 14 |

|              |   |              |
|--------------|---|--------------|
|              | <ul style="list-style-type: none"> <li>• Take quiz 3</li> <li>• Project 3</li> </ul>                                      |              |
| September 15 | <ul style="list-style-type: none"> <li>• Read Chapters 6 and 7</li> <li>• Take quiz 4</li> <li>• Project 4</li> </ul>     | September 21 |
| September 22 | <ul style="list-style-type: none"> <li>• Read Chapters 8 and 9</li> <li>• Take quiz 5</li> <li>• Project 5</li> </ul>     | September 28 |
| September 29 | <ul style="list-style-type: none"> <li>• Read Chapters 10 and 11</li> <li>• Take quiz 6</li> <li>• Project 6</li> </ul>   | October 5    |
| October 6    | <ul style="list-style-type: none"> <li>• Read Chapters 12 and 13</li> <li>• Take quiz 7</li> <li>• Project 7</li> </ul>   | October 12   |
| October 13   | <ul style="list-style-type: none"> <li>• Read Chapters 14 and 15</li> <li>• Take quiz 8</li> <li>• Project 8</li> </ul>   | October 19   |
| October 20   | <ul style="list-style-type: none"> <li>• Read Chapters 16 and 17</li> <li>• Take quiz 9</li> <li>• Project 9</li> </ul>   | October 26   |
| October 27   | <ul style="list-style-type: none"> <li>• Read Chapters 18 and 19</li> <li>• Take quiz 10</li> <li>• Project 10</li> </ul> | November 2   |
| November 3   | <ul style="list-style-type: none"> <li>• Read Chapters 20 and 21</li> <li>• Take quiz 11</li> <li>• Project 11</li> </ul> | November 9   |

|                   |   |                   |
|-------------------|---|-------------------|
| November 10       | <ul style="list-style-type: none"> <li>• Read Chapter 22</li> <li>• Take quiz 12</li> <li>• Project 12</li> </ul>                 | November 16       |
| November 17       | <ul style="list-style-type: none"> <li>• Review all Chapters</li> <li>• Get ready for Final Exam</li> <li>• Discussion</li> </ul> | November 23       |
| <b>December 1</b> | <b>Final Exam</b>   |                   |
| <b>Final Exam</b> | <b>Weeks 15-16</b>  | <b>Final Exam</b> |

**Grading Policy:**

| Assignment | Percentage |
|------------|------------|
| Project    | 30%        |
| Quizzes    | 25%        |
| Discussion | 5%         |
| Final Exam | 40%        |
| Total      | 100%       |

| Grade | Percent |
|-------|---------|
| A     | 90+%    |
| B     | 80+%    |
| C     | 70+%    |
| D     | 60+%    |
| F     | <60%    |

**Late Penalties:**

1. Late written or project assignments will not be accepted.
2. **There will be no makeup quizzes or final examination.**

**Academic Honesty:**

The college experience is founded on the concepts of honesty and integrity. Dishonesty, cheating, plagiarism, or knowingly furnishing false information to the college are regarded as particularly serious offenses. Cases of dishonesty will be handled by levying certain penalties.

However, in flagrant cases, the penalty may be dismissal from the college after proper due process proceedings.

### **Special Accommodations:**

In coordination with the Disability Support Service, reasonable accommodations will be provided for qualified students with disabilities (LD, Orthopedic, Hearing, Visual, Speech, Psychological, ADD/ADHD, Health Related & Other). Please meet with the instructor during the first week of class to make arrangements. Accommodations and alternative format print materials (large print, audio, disk or Braille) are available through the Disability Support Service, located in the basement of Lura Manor, phone number 701-858-3371 or [evelyn.klimpel@minotstateu.edu](mailto:evelyn.klimpel@minotstateu.edu).

Minot State University does not discriminate on the basis of sex, religion, creed, national origin, race, age, disability, or any other basis prohibited by law. If you believe you have been discriminated against unlawfully, please bring this matter to the attention of your instructor or the MSU's Human Resource Office at 701-858-3352.

**GOOD LUCK!**