Cabrillo College
Syllabus: CIS 83 – Fall 2015 Section 89004

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Office: Room 827 D

Class Meetings: TUE 6:00 pm – 8:05 pm (829) & 2 hours online
Office Hours: see Web at: http://babyface.cabrillo.edu/salsa/listing.jsp?staffId=156
E-mail: gebrady at cabrillo.edu Web: http://www.cabrillo.edu/~gbrady

Course Description
This course combines semesters three and four of the Cisco Networking Academy CCNA curriculum and covers basic switching concepts, security threats, routing concepts, LAN segmentation, network congestion issues, Etherchannel, VLANs, VTP, Inter-VLAN routing, network troubleshooting, access control lists, and the operation of the Spanning Tree protocol. This course also covers the various Wide Area Network services including HDLC, PPP, teleworker services, network monitoring, and IP addressing services. This class includes extensive hands-on experience using Cisco equipment. The concepts covered in this course are general networking concepts that are not specific to Cisco equipment.

Course Format
Course meetings are twice a week, in-class on Tuesdays and online. Class sessions will include instructor-led presentations and discussions, collaborative exercises, student research, interactive group work, and extensive hands-on lab exercises. As stated in the schedule of classes, you are expected to spend an additional 2 hours and 5 minutes working on course materials.

Course Book
There is no required text book for this class. The reading materials are online through students’ Cisco Netspace accounts

Recommended books:
- Cisco Networking Academy. Scaling Networks Companion Guide.. Cisco
- Cisco Networking Academy. Connecting Networks Companion Guide Cisco

Requirements/Prerequisites
CIS 81 is the prerequisite course for CIS 83. Students will need the knowledge and skills from CIS 81 to be successful in the class. Some of the knowledge and skills that you need to be successful are:
- internet research skills
• file management
• use of command line interface
• knowledge of TCP/IP protocols and their functions
• knowledge of IPv4 addressing including subnetting
• TCP/IP basics (OSI model)
• communication skills (oral and written)
• good MS Office skills
• time management and study skills

Attendance

To be successful in the class, you need to be prepared. Complete each week’s work and reading assignments ahead of time. You are expected to attend all class sessions and participate actively in collaborative tasks. Work your way through the assigned readings. Complete all hands-on assignments to develop important skills. If you feel overwhelmed or fall behind in the class, get help immediately. Study in groups. Help each other. Please talk to me if you need help. If you have to miss class due to illness or other responsibilities, please contact me ahead of time to make arrangements.

The amount of time you need to spend outside of class to be successful depends on your previous experience, your work habits, and your learning style.

Hours by Arrangements (TBA)

The Cabrillo schedule of classes lists online lab times for you to complete your assignments and practice new skills of "+2 hrs 05 min per week". These online lab hours are at times of your choosing on NetLab+ system. If you work in the CIS lab, you will need to sign in and out when you use the lab in room 830. Netlab+ logs your time automatically. During these hours, you will mainly be working on the hands-on assignments for this class which make up 60% of your grade. If you need help with these assignments, you can contact me via email or come to my lab hours or office hours. Arranged hours are class time and all students are expected to meet this number of hours per week to fulfill the requirements of this course.

Excessive Absence

Class hours of absence are considered excessive when they total more than the number of hours a full-term class meets during each week of a 16-week semester. This applies proportionately to short-term day, evening, summer, winter session, and weekend classes. For example, if a student is absent for more than three hours in a summer class that, when scheduled as a full-term class during a fall or spring semester meets for three hours per week, the student's absence can be considered excessive, irrespective of the number of class meetings missed.
Excessive absence from class as defined in the above paragraph will constitute reason for an instructor to drop a student from that class. However, it is the student's responsibility to officially withdraw from classes by published deadlines to avoid failing grades.

(From: Cabrillo College Catalog–2015-2016)

If you need to be absent from class please notify me prior to your absence. If you miss more than four classes, I will drop you from the course.

Grading Policy

By default, students will receive a letter grade (A – F) in this class. The class may be taken on a pass/no pass basis. The equivalent to the letter grades A, B or C will result in a pass, the equivalent to a D or F will result in a no pass, so students will need to turn in assignments and take exams. It will NOT be possible to change from a letter grade to a pass/no pass after the deadline. Please refer to the Cabrillo schedule of classes for the deadline date. Final course grades will be calculated according to the following weighting system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage Range</th>
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</thead>
<tbody>
<tr>
<td>Hands-on Exercises</td>
<td>100 points</td>
</tr>
<tr>
<td>Reading Quizzes</td>
<td>100 points</td>
</tr>
<tr>
<td>Midterm</td>
<td>100 points</td>
</tr>
<tr>
<td>Final Hands-on Project</td>
<td>100 points</td>
</tr>
<tr>
<td>Final</td>
<td>100 points</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Final Grade</th>
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</thead>
<tbody>
<tr>
<td>100% – 90%</td>
<td>A</td>
</tr>
<tr>
<td>89% – 80%</td>
<td>B</td>
</tr>
<tr>
<td>79% – 70%</td>
<td>C</td>
</tr>
<tr>
<td>69% - 60%</td>
<td>D</td>
</tr>
<tr>
<td>59% below</td>
<td>F</td>
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</tbody>
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“Incomplete” Grade Policy

A grade of “I” can only be assigned if serious extenuating circumstances prevent you from completing the coursework by the deadlines. To request an “I”, you must have completed 75% of the required course work and you must make this request well in advance of the final day of classes. A grade of “I” is not automatic; it must be arranged by mutual agreement. In general, it should be removed before the start of the following semester. I very strongly discourage students from requesting an “Incomplete” grade.
Student Learning Outcomes

1. Evaluate and construct switched network topologies which include VLANs, VTP, and Inter-VLAN routing.
2. Investigate and analyze the Spanning Tree Protocol and how it helps prevent loops in a switched network.
3. Design and implement LAN and WAN networks utilizing routing, switching, NAT, and security.

Late Assignments

There will be a number of hands-on lab exercises to help you practice new skills and deepen your understanding of the material. You are responsible for getting all assignments from Blackboard. Paper copies will not be handed out.

Late assignments can only be accepted due to illness, family emergency, or other legitimate reasons beyond your control. Assignments that are turned in late will receive a 10% point deduction for each day the assignment is overdue, unless you negotiated an extension in advance. Assignments submitted more than 7 days late cannot be accepted and receive a score of zero points. You can turn in up to three extra credit assignments during the semester to make up for missed work.

Classroom Etiquette/Housekeeping

Cell phones need to be turned off or set to vibrate mode during class
No texting, surfing the web, e-mail, etc. during class time
Please show courtesy to the class by restricting conversation to in-class topics
The computers (including your laptops) in the classroom need to remain powered down during lecture time, unless otherwise specified
Please do not download anything unless asked to do so by your instructor
Please do not change any of the classroom computer settings

Drop

If you need to drop the class, it is your responsibility to take the required steps. Please do not assume that I will automatically drop you if you stop coming to class. If a class is not dropped properly, you might receive an "F" on your transcript. The Cabrillo College Web site lists all the important due dates.

Special Needs

I encourage students with disabilities, including "invisible" disabilities such as chronic diseases, learning, and psychological disabilities, to explain their needs and appropriate accommodations to me during my office hour. Please bring a verification of your disability from the Accessibility Support Center (ASC) offices and a counselor or specialist's recommendations for accommodating your needs.

Students needing *accommodations* should contact the instructor ASAP. As required by the Americans with Disabilities Act (ADA), accommodations are provided to insure equal opportunity for students with verified disabilities. If you need assistance with an accommodation, please contact the Accessibility Support Center (ASC), Room 1073, 479-6379 or 479-6370, or the Learning Skills Program Room 1073, 479-6220 to make
arrangements as soon as possible.

Veterans
If you are a Veteran or active duty military personnel with special circumstances (e.g., upcoming deployments, drill requirements, disabilities, challenges) you are welcome and encouraged to communicate these, in advance if possible, to me. I am available any time via email, during office hours, and by appointment.