

## **Technical Courses**

**Course Catalog** 

Copyright© 1983, Computer Institute Volume September 23, 2009 1335 Rockville Pike Rockville, MD 20852

**WWW.TRAINUS.COM** (301) 424-0044

# **TABLE OF CONTENTS**

History and Mission of the School	. 1
Summary of All Programs:	2
Class Schedules:	2
It Technician, A+ Certification	3
Network+ Certification	3
Microsoft Certified IT Professional (MCITP) Server Administrator	4
Microsoft Certified IT Professional (MCITP) Enterprise Administrator	.5
Cisco Certified Network associate (CCNA)	6
Security+ Certification:	.6
Oracle Developer/Administrator Certified Associate (OCA)	7
Web Designer	.8
Placement Services	8
Veterans Educational Benefits	8
Work Force Investment Act (WIA)	8

## HISTORY AND MISSION OF THE SCHOOL

Computer Institute was founded in 1983 by several Computer Scientists to provide computer training to companies and general public. Our mission is to provide the latest technologies and maintain the highest quality of instruction for our clients. Computer Institute is affiliated with many software vendors including Microsoft, CompTIA, Prometric and other hi-tech organizations; and as a solution provider and authorized training center for these companies, we offer quality training in the most optimized period of time. Since 1983, Computer Institute has trained thousands of students and many of our graduates are working in the IT field. Most of our programs are approved for VA/GI Bill and WIA funding. Since 1987, Computer Institute has continuously been approved by Maryland Higher Education Commission as a post-secondary school. Our long-term plan is to continue to provide quality IT education in a friendly environment, using the latest technologies in the most optimized period of the time. The school director, Dr. Agha K. Ghahari, is a graduate of George Washington University where he earned his Master and Doctorate in Computer Science. Dr. Ghahari is a life-time educator and since 1983 has served as the school's director.

## Why Computer Institute:

- 1. Authorized IT Education Center for Microsoft Corporation
- 2. Authorized IT Training Alliance for CompTIA
- 3. Authorized Prometric Testing Center
- 4. Approved by Maryland Higher Education as Post-Secondary School since 1987
- 5. Approved for VA Benefit and GI Bill
- 6. Approved for WIA funding for most of the programs
- 7. Owned and operated by Computer Scientist since 1983
- 8. Free Retaking of the courses subject to some restrictions
- 9. Free Placement services
- 10. Free life-time technical support to our graduates

#### **SUMMARY OF ALL PROGRAMS:**

Program Name	Total of hours	Duration in weeks Full time or Part-time	Total Cost, Excluding Certification fees
IT Technician, A+ Certification	35	1 or 3.33	\$1,375
Network+ Certification	35	1 or 3.33	\$1,375
Microsoft Certified IT Professional (MCITP) Server Administrator	77	2.2 or 7.33	\$3,995
Microsoft Certified IT Professional (MCITP) Enterprise Administrator	119	3.5 or 12	\$5,995
Cisco CCNA	35	1 or 3.33	\$2,275
Security+ Certification	35	1 or 3.33	\$2,275
Oracle Developer/Administrator Certified Associate (OCA)	105	3 or 10	\$4,200
Web Designer	35	1 or 3.33	\$1,995

#### **CLASS SCHEDULES:**

Each Program is offered in three different schedules as follows:

1. Day Schedule (Monday through Friday) Full-Time:

Time: 8:30 AM to 4:30 PM, 7 hours per day; 35 hours per week

2. Evening Schedule (Monday, Wednesday, and Thursday), Part-Time:

Time: 6:30 PM to 10:00 PM, 3.5 hours each day; 10.5 hours per week

3. Saturday & Tuesday Schedule, Part-Time:

Saturday 8:30 AM to 4:30 PM, 7 hours; Tuesday 6:30 PM to 10:00 PM, 3.5 hours; 10.5 hours per week

For more information: go to: www.trainus.com

## IT TECHNICIAN, A+ CERTIFICATION

## Skills to be acquired by program graduates:

Upon successful completion of the program, students have been educated on the topics typically found in IT Technician, A+ Certifications from CompTIA (Computing Technology Industry Association). The students have to pass the required vendors tests to obtain vendors certifications. The graduates of this program are qualified to work as entry-level IT Technicians or as Help-Desk Support Professional. Prerequisite for this program is basic knowledge of Microsoft Windows or other Operating Systems.

The students learn the following skills:

- Installation, configuration and Upgrading of Personal Computers
- Diagnosing and troubleshooting a PC. Motherboard/Processors/Memory & Printers
- Operating System Functions, File and Memory Management
- Basics of Networking; Safety and Preventive Maintenance and Customer Support

For more information, go to: http://www.trainus.com/aplus.asp

\_\_\_\_\_\_

#### **NETWORK+ CERTIFICATION**

## Skills to be acquired by program graduates:

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to manage, maintain, troubleshoot, install, operate and configure basic network infrastructure. It is recommended that CompTIA Network+ candidates have A+ certification or knowledge prior to taking the Network+ program. Upon successful completion of the program, students have been educated on the topics typically found in Network+ Certifications from CompTIA (Computing Technology Industry Association). The students need to pass the required vendor's tests to obtain vendor's certifications. To apply for this program the applicant must have basic knowledge of A+ Certification and pass an assessment test which is given at free our charge at our training center. The graduates of this program are qualified to work as entry-level IT Network Specialist.

For more information, go to: <a href="http://www.trainus.com/networkplus.asp">http://www.trainus.com/networkplus.asp</a>

#### MICROSOFT CERTIFIED IT PROFESSIONAL (MCITP) SERVER ADMINISTRATOR

#### Skills to be acquired by program graduates:

Upon successful completion of the program, students have been educated on the topics typically found MCITP: Server Administrator. Graduates will gain the necessary knowledge to set up small to medium size companies using Microsoft Server products. The students have to pass the required vendor's tests to obtain vendors certifications.

To apply for this program or any module within the program, the applicant must have basic knowledge of A+ (Software and Hardware). Graduates of this program are qualified to start their work as a Network Engineer/Computer Engineering or Network Administrator/Junior Systems Engineer.

#### This program consists of three courses:

## **Configuring Windows Server Active Directory**

This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows Active Directory<sup>TM</sup> services. The course also focuses on implementing Group Policy and performing the Group Policy–related tasks that are required to centrally manage users and computers.

## **Configuring Windows Server Network Infrastructure**

This course is for support professionals who will be responsible for installing, configuring, managing and supporting a network infrastructure that uses the Microsoft® Windows® Server products. It also provides students with the prerequisite knowledge and skills required for Configuring Windows Server Active Directory Services.

#### Windows Server Administrator

This course provides students with the knowledge and skills necessary to install and configure Microsoft® Windows Server on stand-alone computers and on client computers that are part of a workgroup or a domain. In addition, this course provides the skills and knowledge necessary to install and configure Windows Server to create file, print, and other servers. It also provides students with the prerequisite knowledge and skills and required course for implementing a Network Infrastructure Using Latest versions of Microsoft Window Servers.

More information, go to: <a href="http://www.trainus.com/MCSA2008.asp">http://www.trainus.com/MCSA2008.asp</a>

#### MICROSOFT CERTIFIED IT PROFESSIONAL (MCITP) ENTERPRISE ADMINISTRATOR

## Skills to be acquired by program graduates:

Upon successful completion of the program, students have been educated on the topics typically found MCITP: Microsoft Certified Enterprise Administrator. Graduates will gain the necessary knowledge to set up Local or Wide Area Networks using Microsoft Server/Enterprise products. Students have to pass the required vendors tests to obtain vendors certifications.

To apply for this program or any module within the program, the applicant must have basic knowledge of A+ (Software and Hardware). The graduates of this program are qualified to work as a Network Engineer/Computer Engineering or Network Administrator/Junior Systems Engineer or Enterprise systems administrator or IT systems manager or Network administrator.

#### This program consists of six courses:

#### **Configuring Windows Server Active Directory**

This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows Active Directory<sup>TM</sup> services. The course also focuses on implementing Group Policy and performing the Group Policy–related tasks that are required to centrally manage users and computers.

## **Configuring Windows Server Network Infrastructure:**

This course is for support professionals who will be responsible for installing, configuring, managing and supporting a network infrastructure that uses the Microsoft® Windows® Server products. It also provides students with the prerequisite knowledge and skills required for Configuring Windows Server Active Directory Services.

#### **Configuring Windows Server Application Infrastructure**

This course provides students with the knowledge and skills necessary to plan and implement Microsoft Windows Services including Terminal Services, Web Services and Network Application Services.

#### **Configuring Windows Client**

This course provides students with the knowledge and skills required to install, configure, administer, and troubleshoot the client Operating Systems using the latest Windows clients.

## **Windows Server Enterprise Administration**

This course provides students with the knowledge and skills necessary to install and configure Microsoft® Windows Server in an enterprise environment. In addition, this course provides the skills and knowledge necessary to install and configure Windows Server to create file, print, and other servers.

More information, go to: <a href="http://www.trainus.com/MCEA2008.asp">http://www.trainus.com/MCEA2008.asp</a>

**Corporate Headquarters: Computer Institute** 

#### CISCO CERTIFIED NETWORK ASSOCIATE (CCNA)

## Skills to be acquired by program graduates:

Upon successful completion of the program, students have been educated on the topics typically found Cisco Certified Network Associate (CCNA) course. The students have to pass the required vendors tests to obtain vendors certifications. The CCNA® is designed to prepare the applicants to identify, design and recommend the best Cisco solutions for small to medium-sized businesses. It provides the installation, configuration, and troubleshooting information that technical support people require to install and configure the Cisco products sold through two tier distributions. Lectures, labs and interactive cases are provided to increase your understanding of the products and to best position them to meet customers' requirements. CCNA curriculum includes basic mitigation of security threats, introduction to wireless networking concepts and terminology, and performance-based skills.

To apply for this program, the applicant must have basic knowledge of A+ (Software and Hardware). Graduates of this program are qualified to work as: Network & Computer Systems Administrators or Cisco Network Administrator or Cisco Network Associate.

More information, go to: http://www.trainus.com/CCNA.asp

\_\_\_\_\_\_

#### **SECURITY+ CERTIFICATION:**

#### Skills to be acquired by program graduates:

Upon successful completion of the program, students have been educated on the topics typically found Security+ course. The students have to pass the required vendors tests to obtain vendors certifications. The purpose of this certification is train the applicants in the security matters for those who working as technicians, help desk support, Network Engineers and Security support staff. The applicants need to have the knowledge of hardware/software and networking to prepare for this certification. Many computer resellers and service companies today are required by vendors to have Security+ certified staff. Security+ Certification is one of the most sought-to-after certifications in the computer industry. A candidate has to pass an exam in order to become certified.

To be admitted to this program, an applicant has to have prior knowledge of Networking by showing a copy of a Certification or a resume with a minimum of six months work experience; a networking assessment test may be given to assess the prior knowledge of the applicant. Graduates of this program are qualified to obtain jobs as Network Security Specialist.

More information, go to: <a href="http://www.trainus.com/securityplus.asp">http://www.trainus.com/securityplus.asp</a>

**Corporate Headquarters: Computer Institute** 

#### ORACLE DEVELOPER/ADMINISTRATOR CERTIFIED ASSOCIATE (OCA)

#### Skills to be acquired by program graduates:

Upon successful completion of the program, students have been educated on the topics typically found in Oracle Database Application Developer & Administrator. They will have acquired the knowledge in these courses: SQL, PL/SQL, and Database Administration the students have to pass the required vendors tests to obtain vendors certifications. This program helps to certify professionals who want to demonstrate they possess the knowledge and hands-on skills required to support Oracle's products.

To apply for this program or any module within the program, the applicant must have basic knowledge of Windows Operating System (any version) and Programming Logic. Free assessment test is given to the applicant to assess their eligibility. Graduates of this program may work as a Database Administrator or Database Developer or Data Recovery Planner. This program consists of three courses: SQL Fundamentals, Program PL/SQL, and Oracle Database Administration Fundamentals.

## **SQL Fundamentals:**

This course introduces students to the fundamentals of SQL using Oracle Database 11g database technology. In this course students learn the concepts of relational databases and the powerful SQL programming language. This course provides the essential SQL skills that allow developers to write queries against single and multiple tables, manipulate data in tables, and create database objects. The students also learn to use single row functions to customize output, use conversion functions and conditional expressions and use group functions to report aggregated data. Demonstrations and hands-on practice reinforce the fundamental concepts.

## **PL/SQL Programming:**

This course introduces students to PL/SQL and helps them understand the benefits of this powerful programming language. In the class, students learn to create PL/SQL blocks of application code that can be shared by multiple forms, reports, and data management applications. Students learn to create anonymous PL/SQL blocks and are introduced to stored procedures and functions. They learn about declaring variables, trapping exceptions and they also learn to declare and control cursors. In class students learn to develop, execute and manage PL\SQL stored program units like procedures, functions, packages and database triggers. Student also learns to manage object dependencies and recompilation of invalid objects. This course also describes the characteristics and ways of manipulation of large objects. Students are introduced to the utilization of some of the Oracle-supplied packages.

Oracle Database Administration Fundamentals: This course is designed to give students a firm foundation in basic administration of Oracle Database 11g. In this class, students learn how to install and maintain Oracle Database 11g. Students gain a conceptual understanding of the Oracle database architecture and how its components work and interact with one another. Students learn how to create an operational database and properly manage the various structures in an effective and efficient manner including performance monitoring, database security, user management, and backup/recovery techniques. The lesson topics are reinforced with structured hands-on practices.

More information, go to: <a href="http://www.trainus.com/OracleOCA.asp">http://www.trainus.com/OracleOCA.asp</a>

#### WEB DESIGNER

#### Skills to be acquired by program graduates:

This program is designed to train the applicants for the opportunities that have been created by the advancements of Internet. It includes courses in the use of Internet and in areas that deal with the design and development of Web Pages. The students take courses in Creating Web Pages using HTML/XHTML, CSS and, JavaScript. To apply for this program, the applicant must have basic knowledge of: Windows Operating System (any version) and Programming Logic. We offer free assessment test to assess the eligibility of the applicants. Graduates of this program can work as an entry-level Web Designer.

This program shows the students how to design user-friendly home pages using Hypertext Markup Language (HTML), Extensible Hypertext Markup Language (XHTML), Cascading Style Sheets (CSS) and JavaScript. The course starts with the basics of HTML/XHTML including Formatting of the text, linking to other pages, Adding images and objects to the page and proceeds to more advanced features including Adding and Formatting tables, Creating Forms and Form Controls, Creating Frames. Cascading Style sheets are covered for formatting the pages. To enhance the working capability of the web site, the students are educated on the capability of the JavaScript. This powerful and popular scripting language is one of the most important tools for the Web Designers; students will be using JavaScript to enrich their design with interactive forms and dialog boxes.

More information, go to: <a href="http://www.trainus.com/Webnew.asp">http://www.trainus.com/Webnew.asp</a>

\_\_\_\_\_

#### PLACEMENT SERVICES

All graduates of Computer Institute for a program are entitled to use our placement services. This service is not available for short courses and workshops. These services are available at no extra cost to our graduates. The school does not guarantee employment but it will provide through its business contacts the required placement services for its graduates.

#### **VETERANS EDUCATIONAL BENEFITS**

All of the programs are qualified for VA and GI Bill, check with your VA office for details.

WORK FORCE INVESTMENT ACT (WIA)

Most of the programs are qualified for WIA funding, check with your WIA office for details.

**Corporate Headquarters: Computer Institute** 

1335 Rockville Pike, Rockville, Md. 20852 Tel No. 301-424-0044, www.trainus.com Copyright 1983, Rev September 23, 2009