

July 23, 2020

Dear Computer & Information Science Sophomore Students & Parents/Guardians:

Welcome to the Computer & Information Science program at the Crawford County Career & Technical Center. I am Mrs. Hunter, your instructor; let me explain that by entering this program you will be taking the equivalent of a college course to gain nationally recognized computer certifications. The working world views these certifications as having several years' experience in the field. Therefore giving you excellent resume credentials and providing you actual field experience as you graduate from high school and either heading into college, military or the job market.

The Computer & Information Science (C&IS) program is a three year course in computer repair and maintenance and networking. For the first year you will be preparing to take the CompTIA IT Fundamentals exam, which covers foundational IT concepts including identifying and explaining computer components, installing software, establishing network connectivity and preventing security risks.

During your junior and senior year we will be concentrating on preparing for the CompTIA A+ certification exams, which you will take in your senior year. <http://certification.comptia.org/getCertified/certifications/a.aspx>.

Required for you to bring on your first day of class to aid you in getting certified:

1. Two large three-ring binders
2. Pencils - to keep in your locker for use in C&IS classroom throughout the year
3. 2 flash drives - Minimum 4 gigabyte (one to keep at school, the other to travel for homework)
4. Headphones
5. \$25 to purchase your Tool Kit (tools to keep at school for computer repair exercises)
6. \$75 exam fee to purchase the IT Fundamental certification which you will be taking this school year.
7. A positive attitude, excellent attendance, and a plan to achieve success in the world of IT!

Your \$75 exam and \$25 toolkit fees, a total of \$100 will be due the first day of school unless other arrangements have been made by contacting me at the information below. (Make checks payable to CCCTC)

A locker and a combination lock will be assigned to you on the first day. Most of the above items will be stored in your locker the entire year and should NOT be taken home at any time. Your grade will be affected if these items are not available to you when needed during class. I suggest marking each item with your name.

Parents please plan on attending the **C&IS parent meeting on September 23rd at 6:00 pm**. *I know your time is valuable so I will have you in and out of the meeting in less than one hour, so please plan on attending as it is essential to your student's success to have parents stand behind and support their goals in this course.* We will meet in the C&IS classroom for an overview of what your student will be covering in this course, to prepare for CompTIA IT Fundamentals and CompTIA A+ certifications, which promotes better opportunities to gain an interview, and be hired. This also prepares students who plan to attend college or a technical school after high school graduation.

If you or your parents have any questions or concerns, please contact me at the information listed below.

Students, I am looking forward to our three year adventure in learning about computer repair and maintenance, and networking. See you on Wednesday, September 2, 2020.

Mrs. Michele Hunter
Computer & Information Science Instructor
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(814) 724-6024 ext. 215

****Please mark your calendar for the required C&IS Parent meeting September 23, 2020 at 6pm**