TECHNOLOGY PROGRAMS

CISCO NETWORKING ACADEMY

Contact Anil Datta, Director of IT Programs, for more information on IT courses: 215-641-6489 or adatta@mc3.edu. Students will be offered job search assistance through the Office of Career Services and will gain access to the College’s job bank with updated job listings from employers.

CCNA 1: Introduction to Networks

This is the first course leading to the Cisco Certified Network Associate (CCNA) and introductory certifications. This course builds a solid foundation and focuses on networking protocols, local-area networks (LANs), wide-area networks (WANs), Open System Interconnection (OSI) models, cabling, routers, Ethernet, Internet Protocol (IP) addressing, sub-netting, troubleshooting and network standards. (Books and materials included.) 64 hours.

Course Code: BIPCT 1037
10 Mondays & 8 Thursdays  3/16-5/18 (No class 3/19)  6 p.m.-10 p.m.  Section 01 at Blue Bell  $849

*Text available at College Store
CCNA 2: Routing and Switching Essentials
This is the second course leading to the Cisco Certified Network Associate (CCNA) and CCENT certifications — a hands-on course that focuses on initial and intermediate router configuration, Cisco IOS Software management, routing protocol configuration to include RIP, EIGRP and OSPF, TCP/IP, and Variable Length Subnet Masking (VLSM). Students will develop and master skills on configuration of routers, managing Cisco IOS Software and configuring and troubleshooting routing protocols. (Books & materials included.) 64 hours.

Course Code: BIPCT 1038
14 Saturdays 4/11-7/25 (No class 5/23, 7/4) 9 a.m.-4 p.m.
$909 plus $32 Lab Fee  Section 01 at Blue Bell

CCNA Security
CCNA Security equips students with the knowledge and skills needed to prepare for entry-level security specialist careers. This course is a hands-on, career-oriented solution that emphasizes practical experience. CCNA Security aims to develop an in-depth understanding of network security principles as well as the tools and configurations available. The following are covered: An in-depth, theoretical understanding of network security necessary to design and support secure networks; IOS Firewalls; Fundamentals of Cryptography; VPNs; Intrusion Protection Systems and LAN Security. The course prepares students for the 640-553 Implementing Cisco IOS Network Security (IINS) certification exam, which is a required exam for the CCSP certification. Prerequisites: Students should have knowledge of basic routing and switching. A deferred payment plan is available. (Books & materials included). 70 hours.

Course Code: BIPCT 1125
10 Tuesdays & 10 Wednesdays 2/3-4/15 (No class 3/17, 3/18) 6 p.m.-10 p.m.
$1,076 plus $32 Lab Fee  Section 01 at Blue Bell

*Text available at College Store
CITRIX IT ACADEMY

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A+

A+: PC Hardware & Software  
This course covers the fundamentals as well as advanced concepts of computer hardware and software. Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also be able to connect to the Internet and share resources in a network environment. The course will prepare students for the CompTIA A+ certification exams. This course also aligns to the objectives in the first modules of the EUCIP IT Administrator Certification. A deferred payment plan is available. (Books and materials included.) 92 hours.

Course Code: BIPCT 2054  
$1,336 plus $32 Lab Fee

9 Mondays, 9 Wednesdays, & 9 Thursdays  
2/2-4/13  
6 p.m.-9:30 p.m.  
Section 01 at Blue Bell
(No class 3/16, 3/19, 3/19)

9 Mondays, 10 Wednesdays, & 8 Thursdays  
5/11-7/22  
6 p.m.-9:30 p.m.  
Section 01 at Blue Bell
(No class 5/21, 5/25, 7/1, 7/2, 7/6)

Network+  
NEW!
This CompTIA Network+ Training course teaches a student on how to install, configure and troubleshoot basic networking hardware, protocols and services.
It covers network technologies, installation and configuration, media and topologies, management, and security, IP Addressing, Subnetting, OSI Model and TCP/IP Communication. It provides IT professionals foundational knowledge of many major networking technologies, systems, skills, and tools used in today’s modern networks. This course helps prepare students for the CompTIA Network+ certification exam.

Course Code: BIPCT 2112  
$550 plus $22 Lab Fee

4 Tuesdays & 4 Thursdays  
3/3-4/2 (No class 3/17, 3/19)  
6 p.m.-10 p.m.  
Section 01 at Blue Bell

4 Mondays & 4 Wednesdays  
4/13-5/6  
6 p.m.-10 p.m.  
Section 02 at Blue Bell

Security+ Certification  
NEW!
CompTIA Security+ course provides the skills necessary to apply and implement technical knowledge of security concepts in today’s security environment. Students will gain an in-depth knowledge of systems security, access control, network infrastructure, assessments and audits, cryptography and organizational security across all vendor products. These skills have become increasingly important, as additional safeguards such as intrusion detection systems, physical access control and multi-factor authentication become standard methods of protection. This course helps prepare students for the CompTIA Security+ SY0-301 certification exam.

Course Code: BIPCT 2080  
$550 plus $22 Lab Fee

*Text available at College Store
Security+ Certification (continued)  
Course Code: BIPCT 2080  
NEW!  
$550 plus $22 Lab Fee  
4 Mondays & 4 Wednesdays  1/26-2/18  6 p.m.-10 p.m.  
Section 01 at Blue Bell  
4 Tuesdays & 4 Thursdays  2/24-3/26 (No class 3/17, 3/19)  6 p.m.-10 p.m.  
Section 02 at Blue Bell  

MICROSOFT  

Microsoft Windows Server Administration Fundamentals  
NEW!  
The Microsoft Certified Technology Specialist (MCTS) on Windows Server 2008 credential is intended for IT professionals who will work in the complex computing environment of medium-sized to large companies. The MCTS candidate should have at least one year of computer related experience or training.  
Course Code: BIPCT 2277  
$575 plus $22 Lab Fee  
6 Saturdays  2/21-4/4 (No class 3/21)  9 a.m.-4 p.m.  
Section 01 at Blue Bell  
6 Saturdays  4/25-6/6 (No class 5/23)  9 a.m.-4 p.m.  
Section 02 at Blue Bell  

Microsoft Office Specialist I  
(See page 5 for details)  

Microsoft Office Specialist II  
(See page 5 for details)  

VIRTUALIZATION/CLOUD  

VMware vSphere  
NEW!  
This hands-on virtualization training course will explore the installation, configuration, and management of VMware vSphere; consisting of the VMware vSphere ESXi Server and the VMware vCenter Server. Completion of this course satisfies the prerequisite for taking the VMware Certified Professional examination.  
Course Code: BIPCT 2078  
$387 plus $32 Lab Fee  
15 Tuesdays  1/27-5/12 (No class 3/17)  6 p.m.-9:30 p.m.  
Section 01 at Blue Bell  

COMPUTERS  

Business Computer Skills  
This hands-on business computer skills course is designed to allow individuals to quickly develop the necessary computer skills vital for today’s business. Students will learn how to use Windows to manage their desktop and files. They will be introduced to Microsoft Word and Excel for creating professional business documents, spreadsheets for charts and reports, as well as PowerPoint for creating business presentations. Students will also learn how to use various Internet tools for research and how to apply proper business and professional etiquette in email communication. Students will be taught how to protect their computer during personal or business use.  
Course Code: BIPCT 1137  
$379 plus $17 Lab Fee  
Monday thru Friday  3/2-3/6  6:30 p.m.-9:30 p.m.  
Section 01 at Blue Bell  

*Text available at College Store
Microsoft Office Specialist I
This comprehensive workforce development hands-on course provides an excellent way for trainees to prepare for careers that require expertise in Microsoft Office Word and Excel such as Executive and Legal Assistants, Medical and Administrative Office Assistants, Front Desk Assistants, Customer Service Representatives and many more. Microsoft Office Word and Excel is intended for students and information workers whose responsibilities will include the use of Microsoft Office Excel to create, modify, and manage common business workbooks and worksheets in organizations of every size and the use of Microsoft Office Word to create, edit and format documents in organizations of every size.

Course Code: BIPCT 2100
$550 plus $32 Lab Fee
Monday thru Friday & Monday  2/9-2/16 6 p.m.-9 p.m. Section 01 at Blue Bell
Wednesday, Thursday, & Friday  3/11-3/13 9 a.m.-4 p.m. Section 02 at Blue Bell

Microsoft Office Specialist II
This comprehensive workforce development hands-on course provides an excellent way to prepare trainees for careers that require expertise in Microsoft Access and PowerPoint such as Executive and Legal Assistants, Medical and Administrative Office Assistants, Customer Service Representatives, Medical Front Desk Staff and many more. Students will learn how to use Microsoft Office Access to organize, structure, and manage data in diverse organizations of every size. Students will learn how to use Microsoft PowerPoint to create presentations using automated tools, modify slides, slide masters, and print and deliver presentations in organizations of every size.

Course Code: BIPCT 2101
$550 plus $32 Lab Fee
Monday thru Friday & Monday  4/6-4/13 6 p.m.-9 p.m. Section 01 at Blue Bell

Excel Introduction
This course will train a student in the fundamentals of selecting, moving, copying and sorting data, formulas and functions, manipulate the appearance of a spreadsheet by using the many formatting options, create a customized toolbar, and prepare a spreadsheet for printing. Also covered in this workforce development course are creating pie, line, column, and bar charts and using forms for adding, editing, and deleting data.

Course Code: BIPCT 1011
$300 plus $17 Lab Fee
2 Mondays & 2 Tuesdays  1/26-2/3 6 p.m.-9 p.m. Section 03 at Blue Bell
Monday & Tuesday  4/6-4/7 9 a.m.-4 p.m. Section 04 at Blue Bell

Excel 2010 Level II
Students will learn how to use multiple worksheets and workbooks efficiently, and they will start working with more advanced formatting options including styles, themes, backgrounds, and watermarks. They will also learn how to create outlines and subtotals, how to create and apply cell names, and how to work with lists and tables. Students will save workbooks as Web pages, insert and edit hyperlinks, and save a workbook as a PDF file. This course also covers advanced charting techniques, worksheet auditing and protection, file sharing and merging, and workbook templates.

Course Code: BIPCT 2012
$290 plus $17 Lab Fee
Monday, Tuesday, & Wednesday  2/23-2/25 6 p.m.-9 p.m. Section 01 at Blue Bell
Monday & Wednesday  4/20-4/22 9 a.m.-1:30 p.m. Section 02 at Blue Bell

*Text available at College Store
Access Introduction
In addition to the fundamental features of Access, students learn to change large amounts of data, automate common tasks with macros and learn to export and import data from Excel to Access.
Course Code: BIPCT 1014

Tuesday & Thursday  2/17-2/19  9 a.m.-4 p.m.  $300 plus $17 Lab Fee  Section 01 at Blue Bell

COMPUTERIZED ACCOUNTING

Quickbooks 2012
Students will set up a company file, alter preferences, set up QuickBooks lists, write checks, pay bills, create invoices and receive payments, and review the reports available in QuickBooks. Students will focus on Accounts Payable and Accounts Receivable, and learn to track information that is vital to running a business. Learn to customize your documents and your workspace, learn security for multiple users, and how to prepare for the next year.
Course Code: BIPCT 2069
2 Mondays, 2 Tuesdays, & 2 Wednesdays  2/9-2/18  6 p.m.-9 p.m.  $488 plus $17 Lab Fee  Section 01 at Blue Bell
2 Mondays, 2 Tuesdays, & 2 Wednesdays  4/27-5/6  6 p.m.-9 p.m.  Section 02 at Blue Bell

DIGITAL DESIGN

Create Your Own Website from Start to Finish
Learn how to create your own website from start to finish using Dreamweaver. Go home with the finished product! You will use the powerful Dreamweaver Web design software to go beyond basic HTML coding and create dynamic Web pages with interactive elements in this hands-on course.
Course Code: BIPCT 1123
Monday thru Friday & Monday  3/23-3/30  6 p.m.-9 p.m.  $703 plus $22 Lab Fee  Section 01 at Blue Bell
Monday thru Friday & Monday  5/4-5/11  6 p.m.-9 p.m.  Section 01 at Blue Bell

Adobe Photoshop CS5
This digital imaging course will cover selection techniques, layers and alpha channels, scanning, image manipulation, large high-resolution files, file compression, and preparing images for print and electronic media. This workforce development course is hands-on.
Course Code: BIPCT 1030
2 Tuesdays & 2 Thursdays  2/3-2/12  6 p.m.-9 p.m.  $315 plus $22 Lab Fee  Section 01 at Blue Bell
2 Mondays & 2 Wednesdays  3/2-3/11  6 p.m.-9 p.m.  Section 02 at Blue Bell

Adobe InDesign CS5
This hands-on workforce development course will train students in using this easy-to-use page layout program, which is growing in popularity among corporate and publishing industry users. Designed for both Windows and MAC, this course will cover the basics of using the InDesign software to create publications like newsletters, ads and flyers. Desktop publishing topics include basic design, graphics use and basic typography.

*Text available at College Store
Course Code: BIPCT1068

2 Tuesdays & 2 Thursdays 3/3-3/12 6:30 p.m.-9:30 p.m.

$315 plus $22 Lab Fee

Section 01 at Blue Bell
Adobe Illustrator CS5
Learn about Adobe Illustrator and complement your Adobe Photoshop skills. Topics in this workforce development course include the illustrator environment, creating objects, working with paths and curves, fill and stroke attributes, utilizing and controlling layers, using and modifying type, and creating output. Other topics include gradients and blends, transforming, compound paths and shapes, raster images and filters, live effects and appearance, and masking.
Course Code: BIPCT 1057 $315 plus $22 Lab Fee
Monday & Wednesday 2/16-2/18 9 a.m.-4 p.m. Section 01 at Blue Bell

PROGRAMMING

Programming with JavaScript
In this class, students will learn how to create scripts using JavaScript. The class will start with an introduction to the JavaScript language. Students will then learn how to write Windows scripts using Windows Scripting Host, and will finish with using jQuery and AJAX to interface with a Web application.
Course Code: BIPCT 2060 $788 plus $32 Lab Fee
5 Saturdays 1/31-2/28 9 a.m.-4 p.m. Section 01 at Blue Bell

COMPUTER AIDED DRAFTING

AutoCAD® 2012 Level I
This course will introduce the elementary two-dimensional commands and concepts of AutoCAD 2014. No textbook is required for this class. Upon completion, students will gain familiarity and comfort with AutoCAD dialogue boxes, ribbons, icons, menus, and command entries. They will be able to create and edit drawings and will have a solid understanding of the draw, modify, and annotate commands. Common layer commands and basic printing will be introduced in this class. At the end of the course, students will be able to create, edit, view, and plot complete AutoCAD drawings.
Course Code: BIPCT 1041 $595 plus $32 Lab Fee
3 Mondays, 3 Tuesdays, & 2 Wednesdays 1/26-2/10 6 p.m.-9 p.m. Section 01 at Blue Bell
3 Mondays, 3 Tuesdays, & 2 Wednesdays 3/2-3/24 6:30 p.m.-9:30 p.m. Section 02 at Blue Bell (No class 3/16, 3/17, 3/18)

AutoCAD® 2012 Level II
Building upon the material learned in AutoCAD Level 1, this course will strengthen the skills gained in the introductory class. Advanced topics include layer control, printing, creating and editing viewports, drawing references, and navigating the AutoCAD tool palettes. A final project will be assigned at the end of this course that will incorporate all materials learned in class and will be an example of drawings encountered in the industry.
Course Code: BIPCT 2015 $550 plus $32 Lab Fee
3 Mondays, 3 Tuesdays, & 2 Wednesdays 3/30-4/14 6:30 p.m.-9:30 p.m. Section 01 at Blue Bell

*Text available at College Store