

MONTGOMERY COLLEGE

COMPUTER TECHNOLOGY / ITI

Course Schedule | Spring 2024



Career-focused, hands-on IT courses taught by industry professionals.

Workforce Development and Continuing Education
montgomerycollege.edu/wdce | 240-567-5188



Not all classes require textbooks. If your class requires a textbook, it can be purchased at the College bookstore: <https://www.bkstr.com/montgomerycollegestore/home>.

Grading: Report cards are not issued for ITI courses. A Certificate of Completion will be issued to students who complete 80% of the course hours of instruction.

Software: Microsoft Office courses use Windows 10 platform and MS Office 2019/365 unless otherwise specified.

Courses Prerequisites: Some courses require prerequisite skills or training. It is essential students meet course prerequisites. Be sure to check each course description for course prerequisites before registering. Failure to meet course prerequisites may result in being transferred from the class.

Minimum technology requirements for all remote classes:

- PC running Windows 10 or MAC updated with latest operating system
- A broadband Internet connection
- Speakers, microphone, and webcam
- A second monitor is recommended

Once you register, claim your My MC account, and setup school email; the instructors will use your school email address to contact you.

More Information: Please visit:
www.montgomerycollege.edu/iti/.

Recommended ITI Course Sequence

Not sure where to start?

We have made it easy for you!

Start here!

Whether you want to start a new career, expand your professional skill set, or learn a new computer skill, the Information Technology Institute has the course or courses for you. Choose from a wide range of career focused, hands-on courses taught by industry professionals.

Computer Basics

New to computers or need to refresh your skills? Start here! The skills taught in these courses are also a necessary foundation for more advanced courses.

- Mastering Windows Fundamentals
- Networking Basics
- Cloud Introduction
- IT Foundations

Administrative Office Support and Microsoft Applications

Learn or expand the computer skills necessary to be successful in administrative office settings. These courses are recommended for administrative assistants, data entry personnel, sales and marketing, and customer service. Before taking any of these courses, students should take the Mastering Windows Fundamentals course or possess the equivalent experience.

- Microsoft Word and Excel Foundation Series
- Virtual Office Management with Office 365
- MS Excel—Levels I, II, & III

Business Applications

Increase the efficiency of your day-to-day business operations by using technology applications that will make your job easier and business more profitable. These courses are designed for managers, project managers, accountants, bookkeepers, business owners, and other professionals.

- MS Project
- MS SharePoint
- QuickBooks Online

Cloud Technologies

Learn the cloud computing skills you need to stay relevant in the Information Technology field. The courses are the first steps to achieve Amazon Web Services certifications.

- Intro to AWS Cloud Engineering
- Amazon Web Service AWS—Certified Solutions Architect Exam Prep
- Amazon Web Service AWS—Cloud Practitioner

Cybersecurity

The following course sequence provides the foundation for a career in cybersecurity. These courses also provide the skills for entry-level positions such as Helpdesk Support Technician, Computer Support Specialist, and Network and Computer System Administrators.

Foundation Courses

- ITI Networking Academy
- Cybersecurity Practitioner

Electives

- CISSP Test Preparation

Data Analysis

Data is growing exponentially, and so is the demand for IT professionals that possess the skills to handle it. Some of the positions that large and small companies are looking for are Data Analysts, Data Engineers, Data Consultant, and among others. The following courses will help you learn the initial skills to enter this field.

- Data Analytics Practitioner—Introduction
- Data Analytics Practitioner
- Data Fundamentals
- Power BI—Introduction

Networking

Virtually all laptops, tablets, and smartphones can connect to networks ranging from local area networks in offices to the Internet. Many IT network specialists help businesses and organizations create, maintain, and improve these networks. The following courses will prepare you to enter this field.

- Networking Fundamentals
- Network+ Certification Training and Exam Prep
- Security+ Certification Training and Exam Prep
- ITI Networking Academy
- Cisco CCNA Complete and CCNA Lab

Programming

Programmers write, test, and maintain codes to create computer programs. Programmers are needed in almost all sectors of the economy; they often become system engineers and project managers. The following course sequences will help you start a career in this field.

Java Track

- Programming Fundamentals
- Java Programming
- Web App Development: Java Spring Boot

Python Track

- Programming Fundamentals
- Certified Python Programmer—PECP
- Certified Associate Python Programmer—PCAP

Web and Mobile Design

FRONT END WEB DEVELOPMENT CERTIFICATION

Learn how to build sophisticated and interactive websites and start your career as a Front-End web developer. The Front-End Web Development Certification program trains you to become a Front-End Certified Web Developer based on the World Wide Web Consortium (W3C) curriculum.

Students who complete the training develop a portfolio of web-based projects designed, developed, and deployed to a live World Wide Web portfolio of their work.

Administrative Office Support

Microsoft Word and Excel Foundations

Novice users and those looking for formal training in MS Word and Excel will explore topics needed in the workplace or for personal business. Learn how to format and edit documents and spreadsheets, create labels, use shortcuts to work efficiently, use mathematical formulas in Excel spreadsheets, and create charts and graphs for presentations. *Prerequisites: Mastering Windows Fundamentals or equivalent experience.* Textbook required. TWA

Course: ITI494 18 Hours

\$99 + \$177 fee = \$276; NMR add \$140

Gaithersburg Business Training Center

CRN#: 33888 6 Sessions T R
4/16-5/2 6:30-9:30 p.m.

Takoma Park/Silver Spring Campus

CRN#: 33889 6 Sessions M W
2/19-3/6 6:30-9:30 p.m.

Day Designation

M Monday
T Tuesday
W Wednesday
R Thursday
F Friday
S Saturday
U Sunday

MS Excel—Level I

Excel Level I provides the basic concepts and skills to start being productive with Microsoft Excel. The course covers Excel program fundamentals; how to create a workbook using formulas and functions; entering, copying and moving data in a worksheet; how to format and manipulate Excel data. The course also covers how to create charts, output data, share, and print worksheets; how to use and setup workbook and worksheet options and properties. *Prerequisites: Mastering Windows Fundamentals or equivalent experience.* Textbook required. TWA

Course: ITI435 12 Hours

\$99 + \$163 fee = \$262; NMR add \$140

Takoma Park/Silver Spring Campus

CRN#: 33879 4 Sessions T R
2/13-2/22 6:30-9:30 p.m.

MS Excel—Level II

Excel Level II builds on the basic concepts and skills of our Excel Level I course to provide more advanced tools for the analysis and presentation of complex, realistic data in Microsoft Excel: how to manage complex workbooks, build more complex functions, use data analysis tools, make an impact with powerful charts and presentation features, and collaborate with other users. Key capabilities and functions covered in this course include name ranges and table-structured references. This course follows the curriculum for the Microsoft Office Specialist (MOS). *Prerequisites: MS Excel Level I or equivalent experience.* Textbook required. TWA

Course: ITI436 12 Hours

\$85 + \$163 fee = \$248; NMR add \$140

Takoma Park/Silver Spring Campus

CRN#: 33877 4 Sessions T R
2/27-3/7 6:30-9:30 p.m.

Key to Codes

TWA Senior Tuition Waiver Applies
NMR Non-Maryland Resident
(TIP) Tuition Installment Plan
(VAA) VA Approved

MS Excel—Level III

Excel Level III builds on the concepts and skills of our Level I and Level II. Learn the advanced functions of Excel. Learn tables, financial functions, what-if analyses, PivotTables and PivotCharts, workbook protection, collaboration, and more. This course follows the curriculum for the Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III. For more information about MOS, please visit this link- <https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx>. *Prerequisites: MS Excel-Level II or equivalent experience.* Textbook required. TWA

Course: ITI437 12 Hours
\$85 + \$163 fee = \$248; NMR add \$140

Takoma Park/Silver Spring Campus

CRN#: 33878 4 Sessions T R
3/12-3/21 6:30-9:30 p.m.

Virtual Office Management with Office 365

Acquire a comprehensive view of Office 365 to take advantage of its powerful business tools and maximize your productivity. Fill in the missing gap between the MS apps you already know, or haven't seen in a while, and those you do not. You will learn how to use the power of the Cloud to collaborate and share with others from anywhere, at any time. You will learn to share and collaborate on OneDrive, SharePoint, Teams, OneNote, and other Office 365 apps. *Prerequisites: Mastering Windows Fundamentals or equivalent experience.* TWA

Course: ITI490 30 Hours
\$199 + \$200 fee = \$399; NMR add \$160

Rockville Campus

CRN#: 33887 10 Sessions M W
3/18-4/17 6:30-9:30 p.m.

Basic Courses

Cloud—Introduction

The new age of computing has meant we barely ever store things on our devices anymore, and instead we keep our beloved photos, documents and videos in the ubiquitous cloud. However, cloud computing takes many forms and it can get pretty confusing to figure out how to get the most of each service. From OneDrive to iCloud, Google drive to Netflix and iTunes, the course covers the biggest and best of cloud computing and will teach you the best way to manage these online services. This course is intended for computer users who are comfortable navigating the Internet. Students interested in how businesses use the cloud should consider taking the Amazon Web Services (AWS) course sequence. *Prerequisites: Mastering Windows Fundamentals, or*

equivalent experience. TWA

Course: ITI284 8 Hours
\$45 + \$80 fee = \$125; NMR add \$120

Rockville Campus

CRN#: 33969 4 Sessions M W
2/5-2/14 9-11 a.m.

IT Foundations

This course provides students with the foundational knowledge and skills necessary to begin a career in the IT industry. In addition, it prepares students for the CompTIA IT Fundamentals certification exam, which is an entry-level certification. This course is ideal for individuals who are new to IT and want to gain a broad understanding of basic IT concepts and terminology. The course covers hardware, software, security, networking, and basic IT literacy. Students will understand operating systems and navigate different software applications through lectures and discussions. They will also learn about the distinct types of networks and protocols used in modern IT infrastructure and the basics of cyber security, data backup, and disaster recovery. TWA

Course: ITI519 6 Hours
\$45 + \$80 fee = \$125; NMR add \$120

Rockville Campus

CRN#: 33979 2 Sessions M W
1/29-1/31 6:30-9:30 p.m.

Takoma Park/Silver Spring Campus

CRN#: 33980 2 Sessions T R
2/6-2/8 6:30-9:30 p.m.

Mastering Windows Fundamentals

Master the basic skills you need to get the most from Windows. You need these skills to efficiently organize and manage your computer in the workplace and personal business. This course will help you learn the Windows user interface and its basic capabilities. You will explore Windows, learn how to effectively manage your computer files in the Windows environment and learn how to work with locally installed and cloud-based apps, browse the Internet, and manage basic Windows settings. *Prerequisites: Basic computer skills, and keyboarding skills.* Textbook Required. TWA

Course: ITI499 12 Hours
\$100 + \$95 fee = \$195; NMR add \$120

Rockville Campus

CRN#: 33890 4 Sessions M W
2/5-2/14 6:30-9:30 p.m.

Takoma Park/Silver Spring Campus

CRN#: 33891 4 Sessions T R
1/30-2/8 6:30-9:30 p.m.

Networking Basics

Learn how to set up a small, local computer and digital device network; connect and secure Wi-Fi devices to a network; use routers, access points, computers, printers, tablets, cell phones, and other devices. You also learn to set permissions and access control in a small network. The concepts learned can be applied to set up home networks as well. *Prerequisites: Mastering Windows Fundamentals, or equivalent experience.* TWA

Course: ITI338 6 Hours

\$45 + \$80 fee = \$125; NMR add \$120

Rockville Campus

CRN#: 33874 3 Sessions M W
2/26-3/4 9:30-11:30 a.m.

Business Applications

Microsoft SharePoint

If you want to become a more efficient SharePoint user or a site owner, this course is for you. Familiarize yourself with all the essential skills to navigate SharePoint and effectively use SharePoint sites, searching, and various SharePoint objects such as Lists and Document Libraries. This course will help you learn the necessary skills required to be a site owner, including how to build site collections, and gain experience in setting permissions and sharing list items, SharePoint Pages, and Documents. Get hands-on experience by building custom SharePoint sites and pages and populating them with various customizable web parts. *Prerequisites: Familiarity with Internet browsers, Mastering Windows Fundamentals or equivalent experience, and basic knowledge of Microsoft Word and Excel. Students must have a montgomerycollege.edu account before the start of the first class session.* TWA

Course: ITI508 9 Hours

\$95 + \$100 fee = \$195; NMR add \$120

Gaithersburg Business Training Center

CRN#: 33893 3 Sessions T R
3/19-3/26 6:30-9:30 p.m.

Online: Structured Remote

CRN#: 33894 3 Sessions M W
2/5-2/12 6:30-9:30 p.m.

MS Project

Learn how to think through and organize your project details, develop a Work Breakdown Structure (WBS), plan a schedule, sequence tasks, assign resources and costs, format Gantt charts, calendar schedules and management reports. Learn advanced task scheduling techniques, how to fine-tune task details, resources and resource assignments. The course includes organizing project details to track assignment progress and utilization of other project resources. Techniques to get a project back on track using the tracking tools of MS Project are also covered. The final techniques covered include advance project reporting, customization, sharing project information and consolidating project information and resources. This course is recommended for business owners, team members, and project managers who manage projects or maintain project schedules. *Prerequisites: Understanding of project management concepts, Mastering Windows Fundamentals class or equivalent experience, and basic knowledge of Microsoft Word and Excel.* Textbook required. TWA

Course: ITI509 18 Hours

\$175 + \$150 fee = \$325; NMR add \$160

Gaithersburg Business Training Center

CRN#: 33895 6 Sessions T R
4/9-4/25 6:30-9:30 p.m.

QuickBooks Online

This course is for those who want to learn the fundamentals of using QuickBooks Online to track the finances of a small business. Students will learn to set up a new company, maintain customer and vendor information, work with banking and credit card transactions, and generate and customize reports. Students will also create sales receipts and invoices, pay bills, manage inventory, use purchase orders, and manage sales tax. In addition, students work with other balance sheet accounts, including asset and loan accounts, learn how to create and review budgets, and learn how to use payroll in QuickBooks Online. *Prerequisites: Mastering Windows Fundamentals and some accounting knowledge or equivalent experience.* TWA

Course: ITI500 24 Hours

\$150 + \$145 fee = \$295; NMR add \$140

Rockville Campus

CRN#: 33892 8 Sessions T R
4/9-5/2 6:30-9:30 p.m.

Room Numbers

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Cloud Computing

Amazon Web Service (AWS)—Certified Solutions Architect Exam Prep

This AWS Solutions Architect exam prep course is designed for anyone seeking to learn the major components of Amazon Web Services (AWS). By the end of the course, you will be prepared to pass the associate level of the AWS Certified Solutions Architect certification exam. Not only will we cover the fundamentals of AWS architectural principles and services, but we will also deep dive into each of the individual elements: IAM, S3, CloudFront, Storage Gateway, Snowball, EC2, CloudWatch, CLI, Lambda, Route 53, RDS, Dynamo DB, Redshift, ElastiCache, Aurora, VPC, SQS, SNS, Elastic Transcoder, Kinesis, API Gateway and so on. *Prerequisites:* Students need extensive hands-on experience using AWS or completed the Intro to AWS Cloud Engineering course to get the most out of this Prep class. This class focuses mainly on ensuring you understand concepts and scenarios used in the AWS Solutions Architect exam. TWA

Course: ITI488 24 Hours

\$200 + \$150 fee = \$350; NMR add \$160

Online: Structured Remote

CRN#: 33885	8 Sessions	S
2/3-3/23	9:30 a.m.-12:30 p.m.	

Amazon Web Service (AWS)—Cloud Practitioner

This AWS Certified Cloud Practitioner prep course is designed for non-technical personnel in sales, support, and managerial roles who need a high-level understanding of AWS but do not need to be technical experts on each service. With this certification, marketing, sales, legal, and finance professionals will be able to communicate more effectively with developers and other IT professionals working on AWS-related projects. Additionally, earning this credential serves as an excellent introduction to the more technical AWS Associate-level certifications. We understand that you are busy, which is why we have kept this course simple, ensuring that you grasp new concepts at the appropriate level before moving on. We will walk you through AWS's global infrastructure, each of the major services and their associated use cases, cloud security, and AWS's pricing and billing models. *Prerequisites:* Basic computer and file management skills. TWA

Course: ITI489 21 Hours

\$125 + \$120 fee = \$245; NMR add \$140

Rockville Campus

CRN#: 33886	7 Sessions	M W
2/19-3/11	6:30-9:30 p.m.	

Intro to AWS Cloud Engineering (TIP) (VAA)

Learn the basics of networking and the internal operations of the internet. Extend that learning to architect and deploy secure and robust applications on AWS technologies. This training will help you gain hands on experience with Amazon Web Services (AWS) and will help you achieve one of the fastest growing IT certifications: the AWS Cloud Practitioner certification. This course is for beginners who are interested in learning to use AWS services, and those interested in becoming AWS network administrators. It also covers introductory information about the AWS Solutions Architect Associate certifications. Certification exam topics will be reviewed, and key Amazon white papers will be reviewed and discussed. This is a hybrid class with 25 hours of asynchronous instruction. All students are expected to have an AWS account, please visit: aws.amazon.com. *Prerequisites:* Experience with the command line. TWA

Course: ITI492 85 Hours

\$1,050 + \$450 fee = \$1,500; NMR add \$800

Online: Structured Remote

CRN#: 33975	21 Sessions	M W
2/19-4/29	6:30-9:30 p.m.	

Computer Networks

Cisco CCNA Complete (TIP) (VAA)

This accelerated class is designed to take you through all 3 courses of the Cisco Networking Academy Routing and Switching v7.0 Program, and prepare you for the Cisco Certified Network Associate (CCNA) certification. Achieving the CCNA certification will help you get hired and succeed in jobs related to networking computers and devices. Career pathways include: network technician, support engineer, network administrator, network designer, and network engineer. Montgomery College participates in the Cisco Networking Academy Program. Students who register for this class must register also for the lab sessions, course ITI300. This is an exciting, challenging and rewarding course. All materials for this course are INCLUDED in the course and are accessible via the Cisco Networking Academy website (www.netacad.com.) There is no need to purchase a textbook or other resource. *Prerequisites:* Network+ training, knowledge of networking infrastructure or equivalent working experience. TWA

Course: ITI277 100 Hours

\$800 + \$1,005 fee = \$1,805; NMR add \$800

Gaithersburg Business Training Center

CRN#: 33871	27 Sessions	T R
1/30-4/30	6-9:45 p.m.	

Cisco CCNA Complete Lab

This is the required lab for the Cisco CCNA Complete class. Students registered in this class must be also registered for ITI277. TWA

Course: ITI300 40 Hours

\$15 + \$55 fee = \$70; NMR add \$50

Online: Structured Remote

CRN#: 34104 12 Sessions W
1/31-4/17 6-7 p.m.

IT Helpdesk Practitioner Training

Learn fundamental IT helpdesk troubleshooting skills to diagnose common technical problems and apply practical solutions. Learn to install and repair damaged operating systems and applications. Learn to troubleshoot OS, application, display, printing, networking, email, and security issues. Learn to use a helpdesk ticketing system to document problems and solutions. This training is for students who wish to start a career in IT as Helpdesk Support, Helpdesk Specialist, or Service Desk Technicians. *Prerequisites: Mastering Windows Fundamentals or equivalent experience.* Textbook required. TWA

Course: ITI474 30 Hours

\$200 + \$249 fee = \$449; NMR add \$225

Rockville Campus

CRN#: 33884 10 Sessions M W
3/18-4/17 6:30-9:30 p.m.

ITI Networking Academy (TIP) (VAA)

The ITI Networking Academy at the Information Technology Institute at Montgomery College is a comprehensive program that will help you build a solid foundation in computer networking. This instructor-led hands-on course provides you with the entry-level skills necessary to start a career in Information Technology. Our instructors are IT professionals who combine technical and real-world experience so you can build the solution-based skills employers seek. The ITI Networking Academy includes IT Fundamentals Exam Preparation and Network+ Certification Exam Preparation. *Prerequisites: Mastering Windows Fundamentals or equivalent experience. A basic understanding of computer networking is highly recommended.* Textbook access and purchase information will be available at the first class. TWA

Course: ITI294 94 Hours

\$500 + \$599 fee = \$1,099; NMR add \$650

Gaithersburg Business Training Center

CRN#: 33873 27 Sessions M W
1/29-4/29 6-9:30 p.m.

Network+ Certification Training and Exam Prep

Over time, the CompTIA Network+ certification has proven to be a must have certification for IT professionals new to networking, as well as seasoned professionals. Its profile has risen to the point where it is often recommended (or required) by major corporations and government agencies and is a condition of employment. In this course, you will be exposed to the five domains tested in the Network+ exam: network concepts, network installation and configuration, network media and topologies, network management, and network security. Upon completion of this course, you will be prepared to take the Network+ Certification exam. *Prerequisites: Networking Fundamentals, knowledge of operating systems and hardware, or equivalent experience.* Digital materials access and purchase information will be available at the first class. Estimated price of course materials \$130. TWA

Course: ITI241 42 Hours

\$199 + \$405 fee = \$604; NMR add \$300

Gaithersburg Business Training Center

CRN#: 33869 14 Sessions T R
2/6-3/21 6:30-9:30 p.m.

Online: Structured Remote

CRN#: 33870 14 Sessions M W
3/4-4/17 6:30-9:30 p.m.

Cybersecurity

CISSP Test Preparation (TIP)

The Certified Information Systems Security Professional (CISSP) course is designed to ensure that someone handling computer security for a company or client has mastered a standardized body of knowledge. CISSP has been developed as the key certification for security professionals in government and industry. Corporations are seeking certified, experienced information security professionals to safeguard their information and assets. CISSP is considered the global standard that proves an individual's proficiency in several security disciplines. Security professionals consider CISSP to be the most desired certification to achieve. This course is intended for experienced cyber professionals that have the background to take CISSP but need help preparing for the exam. *Prerequisites: Two years of experience and extensive knowledge of cybersecurity.* The ideal candidate has already started preparing to take the exam and would be using this class to complete their preparation. Textbooks required. TWA

Course: ITI380 42 Hours

\$400 + \$697 fee = \$1,097; NMR add \$650

Online: Structured Remote

CRN#: 33875 14 Sessions T R
2/27-4/11 6:30-9:30 p.m.

Cybersecurity Practitioner (TIP) (VAA)

Over time, the CompTIA Network+ certification and the CompTIA Security+ certification have proven to be must have certifications for IT professionals new to networking and cybersecurity. Its profile has risen to the point where it is often recommended (or required) by major corporations and government agencies and is a condition of employment. In this course, you will be exposed to the main domains tested in the Network+ exam and Security+ exams. Additionally, this course makes use of several hands-on exercises to cement your learning. This course will help students to prepare for both Security+ and Network+ certification exams. *Prerequisites: knowledge of Operating System and computer hardware or equivalent experience.* TWA

Course: ITI493 **100 Hours**

\$1,250 + \$1,250 fee = \$2,500; NMR add \$1,075

Germantown Campus

CRN#: 33976	24 Sessions	T R
2/13-5/2	6:30-9:30 p.m.	

Security+ Certification Training and Exam Prep

The demand for IT professionals with security skills and knowledge has never been greater. And one of the most widely sought after certifications for those seeking to either enter or advance in the security field is CompTIA Security+. In this course, students will learn the key concepts and skills required to obtain this industry significant certification. The course will cover the Security+ exams six testing domains: Technologies and Tools, Architecture and Design, Identity and Access Management, Risk Management, Cryptography, and Threats, Attacks and Vulnerabilities. Upon completion of the course, students will be able to sit for the Security+ certification exam. *Prerequisites: Network+ or equivalent experience.* Textbooks/course materials required. TWA

Course: ITI240 **40 Hours**

\$199 + \$405 fee = \$604; NMR add \$300

Rockville Campus

CRN#: 33868	10 Sessions	S
2/17-4/20	9 a.m.-1 p.m.	

Online: Structured Remote

CRN#: 33867	14 Sessions	T R
2/6-3/21	6:30-9:20 p.m.	

Data Analysis

Data Analytics Practitioner (TIP)

According to the Bureau of Labor Statistics, the demand for operations research analysts, which includes business analysts and data analysts, is expected to grow 25% through 2029. Whether you're a new graduate, transitioning into a new career, or looking to secure a promotion in your career development, this series of courses will build all the essential skills required for jobs in data analytics. This class is designed to develop hands-on skills in Python programming, data analysis, visualization, and effective presentation methods. It also covers data governance and ethics. Upon completion, you will have a robust portfolio of projects showcasing your capabilities as a proficient data analyst. This training will help you begin to prepare for the CompTIA Data+ certification and Microsoft Power BI Data Analyst examination. This is a hybrid class with 30+ asynchronous instructions. *Prerequisites: Data Analytics Practitioner Introduction, ability to navigate a Windows environment, including file management skills. Knowledge of MS Excel, statistical concepts, and programming are recommended.* TWA

Course: ITI469 **100 Hours**

\$600 + \$650 fee = \$1,250; NMR add \$650

Rockville Campus

CRN#: 33970	23 Sessions	T R
2/13-4/30	6:30-9:30 p.m.	

Data Analytics Practitioner—Introduction

The first course of the program series— this class aims to establish students' knowledge of career paths, technology, and concepts in data. Explore the workforce outlook for the field of data science and analytics and differentiate between job roles. Identify various data storage tools and data retrieval methods. Define statistical, analytical, and machine learning techniques used to derive findings. Recognize common visualization types and best practices for data storytelling. Students looking to continue onto the Data Analytics Practitioner 100-hr class need to take this class. *Prerequisites: Ability to navigate Windows environments, including file management skills. Knowledge of MS Excel, statistical concepts, and programming is recommended.* TWA

Course: ITI470 **12 Hours**

\$50 + \$49 fee = \$99; NMR add \$50

Rockville Campus

CRN#: 33883	4 Sessions	T R
1/30-2/8	6:30-9:30 p.m.	

Data Fundamentals

This Data+ certification course is designed for entry-level data analysts or individuals looking to enter the data analytics field. Students will learn to develop and promote data-driven business decision-making within their organization. The CompTIA Data+ certification validates one's ability to better analyze and interpret data, communicate insights, and demonstrates competency in data analytics. Students will learn the theory and technical skills required to mine, manipulate, visualize, and report on data using basic statistical methods and complex dataset analysis while adhering to the governance and quality standards for the data throughout its entire life cycle. Upon completing this course, students can collect, analyze, and report on data that can drive the organization's priorities and business decisions, making them an essential asset to any data-driven organization. *Prerequisites: Mastering Windows Fundamentals or equivalent experience. Some knowledge of data analytics is helpful.* TWA

Course: ITI517 42 Hours

\$199 + \$405 fee = \$604; NMR add \$300

Online: Structured Remote

CRN#: 33978	14 Sessions	T R
3/12-4/25	6:30-9:30 p.m.	

Power BI-Introduction

This course covers the latest features added to the Office 365 version of Power BI. You will learn the basic concepts of Power BI with demos, quizzes, and hands-on labs. You will walk through Power BI, end to end, starting from how to import data, connect to data sources, author reports, and publish those reports to the Power BI services. Plus, learn to create dashboards and share them with business users on the web. *Prerequisites: File Management Skills, Excel Level I, or equivalent experience.* TWA

Course: ITI462 12 Hours

\$99 + \$100 fee = \$199; NMR add \$120

Gaithersburg Business Training Center

CRN#: 33882	4 Sessions	M W
2/19-2/28	6:30-9:30 p.m.	

Structured Remote (SR) are scheduled on specific days and at specific times. Students meet as a class remotely through Zoom or Blackboard Collaborate; instructors will tell students which software to use. Students complete reading and assignments according to the course schedule. Class sessions take place in real time, and the instructor leads course sessions.

Programming

Certified Associate Python Programmer-PCAP (NEW) (TIP) (VAA)

This course prepares the student for the PCAP certification exam. PCAP is a certified associate in Python programming certification focusing on the Object-Oriented Programming approach. The course will cover Modules and Packages, Exceptions, Strings, Object Oriented Programming, embedded Lambda, and list comprehension. Students will gain in-depth knowledge by completing homework and projects with the purpose of refining their understanding. Successful completion of the course prepares students for jobs such as Python Developer, Data Scientist, Research Analyst, and many more. *Prerequisites: Certified Python Programmer-PCEP, or solid knowledge of programming with basic Python.* TWA

Course: ITI510 54 Hours

\$600 + \$350 fee = \$950; NMR add \$400

Online: Structured Remote

CRN#: 33977	15 Sessions	M W
3/11-4/29	6:30-9:30 p.m.	

Certified Python Programmer-PCEP (TIP) (VAA)

PCEP-Certified Entry-Level Python Programmer certification is a professional credential that measures your ability to accomplish coding tasks related to the essentials of programming in the Python language. A test candidate should demonstrate sufficient knowledge of the universal concepts of computer programming, the syntax and semantics of the Python language as well as the skills in resolving typical implementation challenges with the help of the Python Standard Library. The main goal of the course is to guide you from a state of complete programming illiteracy to a level of programming knowledge which allows you to design, write, debug, and run programs encoded in the Python language, and to understand the basic concepts of software development technology. The course will prepare you for jobs and careers connected with widely understood software development, which includes not only creating the code itself as a junior developer, but also computer systems design and software testing. *Prerequisites: Programming Fundamentals or equivalent experience.* TWA

Course: ITI491 54 Hours

\$600 + \$350 fee = \$950; NMR add \$400

Gaithersburg Business Training Center

CRN#: 33974	15 Sessions	M W
3/11-4/29	6:30-9:30 p.m.	

Online: Structured Remote

CRN#: 33973	15 Sessions	T R
3/12-4/30	6:30-9:30 p.m.	

Java Programming—Introduction

Java is one of the most popular programming languages out there. This course covers an overview of Object-Oriented Programming, and will provide you with a basic foundation in Java. Topics include Java language essentials, Java Software Development Kit (J2SDK), and simple standalone text and graphics applications in Java. *Prerequisites: Programming Fundamentals or equivalent experience. Knowledge of another programming language is helpful but not required.* TWA

Course: ITI418 18 Hours

\$145 + \$205 fee = \$350; NMR add \$160

Online: Structured Remote

CRN#: 33876 6 Sessions M W
3/4-3/20 6:30-9:30 p.m.

Programming Fundamentals

This course provides knowledge to begin programming in any language. The course covers creating small programs to explore conditions, loops, variables, and expressions, as well as working with different kinds of data, how to debug, and using different approaches to building programs in Scratch and Python. Topics include: understanding compiled and interpreted languages, requesting input, working with numbers, characters, strings, and operators, writing conditional statements and loops, and debugging. *Prerequisites: Mastering Windows Fundamentals or equivalent experience.* TWA

Course: ITI454 18 Hours

\$99 + \$205 fee = \$304; NMR add \$160

Gaithersburg Business Training Center

CRN#: 33880 6 Sessions T R
2/6-2/22 6:30-9:30 p.m.

Online: Structured Remote

CRN#: 33881 6 Sessions M W
2/19-3/6 6:30-9:30 p.m.

Structured Remote (SR) are scheduled on specific days and at specific times. Students meet as a class remotely through Zoom or Blackboard Collaborate; instructors will tell students which software to use. Students complete reading and assignments according to the course schedule. Class sessions take place in real time, and the instructor leads course sessions.

Room Numbers

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Web and Mobile Design and Development

Front End Web Development Certification (TIP)

This certification program trains you to become a Front-End Certified Web Developer based on the World Wide Web Consortium (W3C) curriculum. Learn how to build beautiful, interactive websites based on the fundamentals building blocks of mobile-first web design. Learn the advanced technologies being used today to design and develop robust web-based applications. Web technologies taught include HTML5, CSS3, JavaScript, JQuery, XML, JSON, AJAX, and Responsive Web Design (RWD) using the leading HTML5, CSS3, and JavaScript frameworks. Students who complete the training develop a portfolio of web-based projects designed, developed, and deployed to a live World Wide Web portfolio of their work. This is a hybrid class with 20+ hours of asynchronous instruction. *Prerequisites: Mastering Windows Fundamentals; familiarity with the internet and keyboarding skills.* Textbook required. TWA

Course: ITI481 94 Hours

\$635 + \$500 fee = \$1,135; NMR add \$650

Rockville Campus

CRN#: 33971 31 Sessions T W R
2/6-4/16 6:30-9:15 p.m.

Tuition Installment Plan (TIP)

The Tuition Installment Plan (TIP) may allow students to pay registration charges in several payments; some restrictions apply. Each term is independent and must be enrolled in separately. A nonrefundable fee is required to participate in TIP. Students must register online during the TIP enrollment period prior to the close date indicated for each plan. Only courses with a (TIP) code have a tuition installment plan available. For more information go to www.montgomerycollege.edu/wdce/registerops.html

Tuition Waiver

Only noncredit courses designated "tuition waiver applies" in each publication will be available for tuition waiver. This statement appears in each applicable course description. Only tuition is waived; required fees must be paid by the student. Documents must be received at time of registration.

Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class may have tuition waived.

Disability Tuition Waiver: Please go to montgomerycollege.edu/wdce/register/disabilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general's office.

VA-Approved: (VAA) If you are interested in using VA benefits for a Workforce Development and Continuing Education class please contact va@montgomerycollege.edu. *Attendance policy differs for each course. Please contact your professor.*

Please Print Clearly



FAX completed registration form with credit card information to 240-683-6945.

Mail completed registration form with payment to WDCE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

[illegible]

If you have ever taken a credit class at MC and the last class (credit or non-credit) you took at MC was more than 4 years ago, you must also complete and submit a Student Reactivation form found at: <http://www.montgomerycollege.edu/studentforms>.

MILITARY: If the military is paying for your course(s), you must submit the last 4 digits of your SSN.

If you need support services due to a disability, call Workforce Development & Continuing Education at 240-567-4118 at least three weeks before class begins.

☐ Not Hispanic or Latino ☐ Hispanic or Latino

☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian and other Pacific Islander ☐ White

☐ U.S. Citizen ☐ Permanent Resident (Circle one: Green Card / Working Card) ☐ Other Immigration Status (Used for tuition-setting purposes only.)

☐ I have been a Maryland resident [as defined in the Montgomery College Catalog] for at least three months.

☐ I am 60 years of age or older. (Applicable to designated tuition waiver courses for Maryland residents only.)

☐ I am a Maryland National Guard member enlisted for at least a 24 month period and submitting proof of such from the adjutant general's office.

CRN #	Course #	Course Title	Start Date	Tuition	Course Fee	Non-Md. Fee	Course Total
Code: IT	<i>Refunds will go to the registered student of record.</i>					Total Due	\$

I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook. I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

Student Signature Required _____ Date _____

Credit Card Information:

Credit Card Number

Expiration date on card / 3 or 4 digit Security code on your card

Month / Year

NOTE:
Credit card information will be detached and disposed of promptly and properly after payment is approved.

Name on Card

Card holder
~~signature required~~

www.montgomerycollege.edu/wdce | 11

Computer Technologies / ITI Spring 2024 Course Schedule

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