Volume

9

COMPUTERMINDS.COM
112 South Ector Dr
Euless TX 76040

Phone: 817-858-9670
Fax: 817-358-1242

WWW.COMPUTERMINDS.COM

ComputerMinds.Com Course Catalog

INFORMATION TECHNOLOGY TRAINING

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

112 South Ector Drive

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(817) 858-9670

Fax: (817) 358-1242

Training@Computerminds.com

www.facebook.com/computermindstraining

www.computerminds.com

"Approved and Regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas."

Table of Contents

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About ComputerMinds.Com (CMC)

Dedicated to Bringing You One Step Closer to Computer Mastery and Excellence

ComputerMinds.com is an approved career school under Texas Workforce Commission Career Schools and Colleges program (formerly Proprietary Schools) and has operated under the TWC school requirements since April 2003. As an independently operated, family-owned business, ComputerMinds.com has established partnerships with industry-leading information technology training companies and certification providers.

Texas Workforce Commission Approved Career School

Texas Veteran Commission Approved School for GI Bill® Benefits

Veteran Readiness and Employment (Chapter 31) Approved Training Facility

Microsoft Certified Partner for Learning Solutions (CPLS)

CompTIA Authorized Training Partner

VUE Authorized Testing Center

Kryterion Approved Testing Center

Certiport Authorized Testing Center

Our Staff

Prabath S. Boteju – Director, MCP

Piyuma Boteju – School Representative

Dr. Orlando Dumas – School Representative

Kimer Laster Jr. – School Representative

Peyton Griffith – Lab Assistant, Test Proctor

Dr. Thomas Bell III, PhD, CISA, ITIL, Agile Scrum PMP – Director Designee, Instructor

Dr. Trisha Andersen, PhD – Supply Chain, Project Management

Indika S. Boteju – MCSE+I, MCT, A+, Cisco CCNA -Instructor

Ashley Bell – MBA, PMP, ScPro, ITIL

Derek Dawson – CISSP, CompTIA Security+ Cisco Security

Ema Colon – School Representative – Microsoft Office Expert, Test Proctor

Christopher Jones – CompTIA CASP, CSA+, Cisco CCNP, MCSE, MCT, CEH, CISSP – Instructor

Samuel Talavera – CCNA, CCNA Security, CCNA, MCSA, Security+, Network+ - Instructor

Larry Simpson – CompTIA A+, Network+, Security+, Server+, Cisco CCNA – Instructor

Samuel Lynn – CompTIA A+, Network+

William Nash – CompTIA Linux+, Database, PMP – Instructor

Business Hours

Monday thru Friday	8:00 AM – 5:00 PM
Classroom Hours:	
Day	8:00 AM – 5:00 PM
Day Breaks	8:55 AM to 9:05 AM – 10 Minutes
	10:00 AM to 10:05 AM – 5 Minutes
	11:00 AM to 11:05 AM – 5 Minutes
Lunch	12:00 PM – 1:00 PM
	1:55 PM to 2:05 PM – 10 Minutes
	3:00 PM to 3:05 PM – 5 Minutes
	4:00 PM to 4:05 PM – 5 Minutes

Classroom Hours:	
Evening	6:00 PM – 10:00 PM
Evening Breaks	6:55 PM to 7:00 PM – 5 Minutes
	7:55 PM to 8:00 PM – 5 Minutes
	8:55 PM to 9:00 PM – 5 Minutes

Seminar Clock hour length – One clock hour is a minimum of 50 minutes of instruction out of a 60-minute period.

School Holidays

New Year's Day
Birthday of Martin Luther King, Jr.
Washington's Birthday
Memorial Day
Juneteenth Day
Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day

School Rules (Conduct Policy)

Any form of the following will not be tolerated: harassment of fellow students, damage to school property, profanity, fighting, use of tobacco, carrying firearms, failure to follow teacher's orders, and any deviant behavior that might cause injury to the student himself or others.

Enrollment Procedure

Enrollment for CMC classes are available during normal business hours. Prospective students should complete the registration at least 3 days prior to the scheduled starting date to ensure a seat in the class.

CMC recommends auditing of classes prior to enrollment. Auditing sessions are no obligation & free of charge. Prospective students must call & make arrangement with the admission staff for auditing sessions.

Prior to enrollment, prospective students must familiarize themselves with the training course outlines, schedule of tuition fees, other charges such as examination fees, refund policies, regulations pertaining to attendance, and rules of operation. (Please complete and return the forms listed in catalog)

Prospective students will not be denied admission on the basis of race, religion, color, national origin, sex, handicap, age or veteran status.

Attendance Policy

Students are required to attend class every day and to follow in class study guide parameters, successfully completing all assigned projects as directed by their instructor. Instructors will maintain a daily attendance sheet for record keeping purposes. Students must complete the required course hours to receive completion certificates.

Students may make up missed clock hours and assignments by attending a subsequent class within 90 days.

Students will be terminated when they accumulate the lesser of the following amounts of absences:

1) More than 05 consecutive school days
2) More than 10% of the total course time of the seminar

Grading Scale for Programs

The following grading scale will be used for ComputerMinds.Com training programs.

Class / Assignments	30%
Attendance	20%
Test & Quizzes	30%
Final Exam	20%

Tuition Installment Payment Plan

The installment payment plan enables students to pay the tuition portion of the course cost in easy payments. The tuition payment plan option allows the students to make easy payments on the tuition portion of the course. The cost of books, supplies, and exam fees must be paid in full at the time of purchase. Contact student

enrollment to get detailed information on the tuition payment plan for a specific course. ComputerMinds.com tuition payment plan requires the following:

Down payment – Monthly payments through Bank savings or Checking Account

Sign Bank ACH agreement or monthly credit card payment agreement

Driver's License

No credit check is required.

Refund Policies

Cancellation Policy

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed. A full refund will also be made to any student who cancels enrollment within the student's first three scheduled class days, except that the school may retain not more than $100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement.

Refund Policies for Seminars & Programs

Refund Policy

1. Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.

2. The effective date of termination for refund purposes will be the earliest of the following:
   (a) The last day of attendance, if the student is terminated by the school;
   (b) The date of receipt of written notice from the student; or
   (c) Ten school days following the last date of attendance.

3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72- hour cancellation privilege the student does not enter school, not more than $100 in any administrative fees charged shall be retained by the school for the entire residence program or synchronous distance education course.

4. If a student enters a residence or synchronous distance education program and withdraws or is otherwise terminated after the cancellation period, the school or college may retain not more than $100 in any administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination.

5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the

enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.

6. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.

7. A full refund of all tuition and fees is due and refundable in each of the following cases:

(a) An enrollee is not accepted by the school;

(b) If the course of instruction is discontinued by the school and this prevents the student from completing the course; or

(c) If the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.

6. Refund Policy for Students Called to Active Military Service

A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

(a) if tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;

(b) a grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or

(c) the assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:

(1) satisfactorily completed at least 90 percent of the required coursework for the program; and

(2) demonstrated sufficient mastery of the program material to receive credit for completing the program.

7. Refunds will be totally consummated within 60 days after the effective date of termination.
All refunds are made through ComputerMinds.com, Inc company checks. No cash refunds will be provided.

ASYNCHRONOUS DISTANCE EDUCATION COURSES

REFUND POLICY

1. Refund computations will be based on the number of lessons in the program.
2. The effective date of termination for refund purposes will be the earliest of the following:

(a) the date of notification to the student if the student is terminated;

(b) the date of receipt of written notice from the student; or

(c) the end of the third calendar month following the month in which the student's last lesson assignment was received unless notification has been received from the student that he wishes to remain enrolled.

3. If tuition and fees are collected before any lessons have been completed, and if, after expiration of the 72-hour cancellation privilege, the student fails to begin the program, not more than $50 shall be retained by the school.

4. If the student who enters an asynchronous distance education course terminates or withdraws after the expiration of the 72-hour cancellation privilege, the school may retain $50 of the tuition and fees and the minimum refund policy must provide that the student will be refunded the pro rata portion of the remaining tuition, fees, and other charges that the number of lessons completed and serviced by the school or college bears to the total number of lessons in the program.

5. A full refund of all tuition and fees is due in each of the following cases:

(a) an enrollee is not accepted by the school

(b) the program of instruction is discontinued by the school, and this prevents the student from completing the program; or

(c) the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or misrepresentations by the owner or representatives of the school.

2) demonstrated sufficient mastery of the program material to receive credit for completing the program.

7. Refunds will be totally consummated within 60 days after the effective date of termination.
All refunds are made through ComputerMinds.com, Inc. company checks. No cash refunds will be provided.

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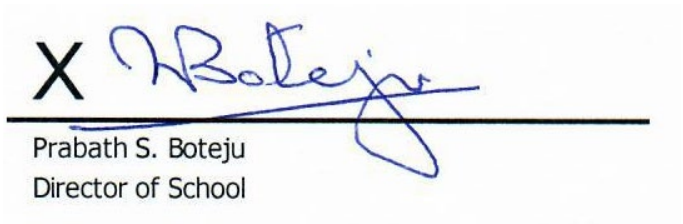
ComputerMinds.com owner and Director Statement

"The information contained in this brochure is true and correct to the best of my knowledge."



Contact
Office 817-858-9670
Fax 817-358-1242
Email s1776director@computerminds.com

Open Door Policy

Computerminds.com management maintains an open-door policy to handle your concerns and complaints. If you have any concerns about the training Course/Seminar, quality of instruction, equipment, facility conditions please feel free to meet with the Director of School.

Direct Unresolved Grievances to:

Texas Workforce Commission
Career Schools and Colleges
101 E. 15th Street, Room 226T.
Austin, Texas 78778-0001
512-936-3100

NOTICE
STUDENT COMPLAINT POLICY

Dear Students:

This school has a Certificate of Approval from the Texas Workforce Commission (TWC).

The TWC-assigned school number is: ***S1776***

The school's programs are approved by TWC.

Students must address their concerns about this school or any of its educational programs by following the grievance process outlined in the school's catalog.

Students dissatisfied with this school's response to their complaint or who are not able to file a complaint with the school, can file a formal complaint with TWC, as well as with other relevant agencies or accreditors, if applicable.

Information on filing a complaint with TWC can be found on TWC's Career Schools and Colleges Website at http://csc.twc.state.tx.us/.

Career Schools and Colleges
101 East 15th Street
Austin, TX 78778-0001
Office Phone Number: 512-936-3100
Office FAX Number: 512-936-3111

Course Description	Length	Price
CompTIA A+ Training	80 CLS	$3995.00
IT Fundamentals Training	80 CLS	$3995.00
CompTIA Network+ Training	80 CLS	$3995.00
CompTIA Security+ Training	40 CLS	$3595.00
CompTIA Server+ Training	40 CLS	$3295.00
Linux Training	60 CLS	$4495.00
CompTIA Advanced Security Professional	40 CLS	$3995.00
Cisco Certified Network Associate (CCNA) Extended	80 CLS	$4495.00
Cisco Support Technician Training	40 CLS	$2495.00
Microsoft Administrator Training	80 CLS	$7200.00
Microsoft Windows 10 Training	80 CLS	$6495.00
Cloud Administrator Training (Basic)	130 CLS	$10395.00
Information Systems Security Professional	64 CLS	$6940.00
Basic Microsoft Office Specialist Certification Training	40 CLS	$1800.00
Advanced Microsoft Office Specialist Certification Training	40 CLS	$1800.00
ITIL Foundations Certification Training	24 CLS	$2495.00
Agile Scrum Training	24 CLS	$2495.00
Lean Six Sigma Certification Training	24 CLS	$2495.00
COBIT Foundation Certification Training	24 CLS	$2495.00
Project Management Training	64 CLS	$6245.00
Advanced Network Professional Training	120 CLS	$9995.00
Computer Systems Administrator Training	160 CLS	$9995.00
Desktop Support Technician Training	140 CLS	$8395.00
IT Project Management Training	136 CLS	$10795.00
Network Support Technician Training	144 CLS	$10595.00
Cybersecurity Incident Handler Training	120 CLS	$9595.00
Computer Hacking Forensics Training	80 CLS	$8495.00
Supply Chain Management Training	108 CLS	$8000.00
Cloud Technician Training	144 CLS	$7945.00
Network Support Technician – Entry	140 CLS	$5495.00
Computer User Support Specialist – Level I	160 CLS	$7895.00
Computer User Support Specialist – Level II	120 CLS	$7995.00
Business Manager Training	96 CLS	$7495.00
Database & Business Analyst Program	160 CLS	$11995.00
Cybersecurity Specialist Program	168 CLS	$11895.00
Cybersecurity Administrator Program	150 CLS	$11995.00
Network Administrator Program	220 CLS	$11995.00
Business & Operations Management Program	160 CLS	$16995.00
Logistics & Supply Chain Management Program	156 CLS	$11945.00
Construction Management Program	220 CLS	$11995.00
Computer Support Specialist (Apprenticeship)	304 CLS	$20495.00
Information Technology Project Manager (Apprenticeship)	160 CLS	$16495.00
Cyber Security Support Technician (Apprenticeship)	168 CLS	$16495.00

Cybersecurity Analyst Program	365 CLS	$16995.00
Data & Business Analyst Program	360 CLS	$16995.00
Logistics & Supply Chain Analyst Program	360 CLS	$16995.00
Network Pro Basic Program	360 CLS	$16995.00
Cybersecurity Risk Analyst Program	720 CLS	$24995.00
Network Data & Cyber Essentials Program	734 CLS	$24995.00

CompTIA A+ Training

Admissions Requirements: At least 6 months of verifiable work experience in a business environment and submit a current resume

Objective: To prepare participants for the CompTIA A+ certification exams
Completion Time: 80 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Live Online/ Hybrid Clock Hours
Mobile Devices- install and configure laptop hardware and components, Compare and contrast characteristics of various types of other mobile devices, configure basic mobile device network connectivity and application support.	10
Networking - Compare and contrast common networking hardware devices, , install and configure a basic wired/wireless SOHO network, use appropriate networking tools, Summarize the properties and purposes of services provided by networked hosts.	10
Hardware- Explain basic cable types, features, and their purposes, Identify common connector types, select, install and configure storage devices.	10
Virtualization and Cloud Computing- Compare and contrast cloud computing concepts, Given a scenario, set up and configure client-side virtualization.	10
Hardware and Network Troubleshooting - use the best practice methodology to resolve problems, Given a scenario, troubleshoot problems related to motherboards, RAM, CPUs, and power, Given a scenario, troubleshoot hard drives and RAID arrays.	12
Operating Systems - Compare and contrast features of Microsoft Windows versions, use Microsoft operating system features and tools, , configure Microsoft Windows networking on a client/desktop.	10
Security - Summarize the importance of physical security measures, Compare and contrast wireless security protocols and authentication methods, Compare and contrast social engineering, threats, and vulnerabilities, implement appropriate data destruction and disposal methods,	06
Software Troubleshooting - Given a scenario, troubleshoot Microsoft Windows OS problems, troubleshoot and resolve PC security issues, use best practice procedures for malware removal, Given a scenario, troubleshoot mobile OS and application security issues.	06
Operational Procedures - implement basic change management best practices, , implement basic disaster prevention and recovery methods, Compare and contrast best practices associated with types of documentation, Explain the processes for addressing prohibited content/ activity, and privacy, licensing, and policy concepts.	06

Tuition & Fees

Registration	$100.00
Tuition	$3295.00
Books & Supplies	$300.00
Certification exam	$300.00
Total	**$3995.00**

Textbook

CompTIA A+ Complete Study Guide: Quentin Docter (Author), Jon Buhagiar (Author)

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

IT Fundamentals Training

Admissions Requirements: At least 6 months of verifiable work experience in a business environment and submit a current resume

Objective: CMC ITF – IT Fundamentals training prepares participants for the CompTIA ITF+ certification exams
Completion Time: 80 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Live online/ Hybrid Clock Hours
IT Concepts and Terminology - Compare and contrast notational systems. Compare and contrast fundamental data types and their characteristics. Illustrate the basics of computing and processing. Explain the value of data and information. Compare and contrast common units of measure. Explain the troubleshooting methodology.	**14**
Infrastructure - Classify common types of input/output device interfaces. Given a scenario, set up and install common peripheral devices to a laptop/PC. Explain the purpose of common internal computing components. Compare and contrast common Internet service types. Compare and contrast storage types. Compare and contrast common computing devices and their purpose. Explain basic networking concepts. Given a scenario, install, configure and secure a basic wireless network.	**14**
Applications & Software - Explain the purpose of operating systems. Compare and contrast components of an operating system. Explain the purpose and proper use of software. Explain methods of application architecture and delivery models. Given a scenario, configure and use wed browsers. Compare and contrast general application concepts and uses.	**14**
Software Development - Compare and contrast programming language categories. Given a scenario, use programming organizational techniques and interpret logic. Explain the purpose and use of programming concepts.	**14**
Database Fundamentals - Explain database concepts and the purpose of a database. Compare and contrast various database structures. Summarize methods used to interface with databases.	**12**
Security - Summarize confidentiality, integrity, and availability concerns. Explain methods to secure devices and best practices. Summarize behavior security concepts. Compare and contrast authentication, authorization, accounting, and non-repudiation concepts. Explain password best practices. Explain common uses of encryption. Explain business continuity concepts.	**12**

Tuition & Fees

Registration	$100.00
Tuition	$3295.00
Books & Supplies	$300.00
Certification exam	$300.00
Total	**$3995.00**

Textbook
IT Fundamentals (ITF+) Study Guide: Second Edition by Quentin Doctor

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

CompTIA Network+ Training

Admissions requirements: At least 6 months of verifiable work experience Computer Networking support in a business environment.

Objective: To prepare participants for the CompTIA Network+ exam

Completion Time: 80 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Live Online Clock Hours
Networking Concepts Explain the purposes and uses of ports and protocols, Explain devices, applications, protocols and services at their appropriate OSI layers, Explain the concepts and characteristics of routing and switching, Given a scenario, configure the appropriate IP addressing components, Compare and contrast the characteristics of network topologies, types and technologies, Given a scenario, implement the appropriate wireless technologies and configurations, Summarize cloud concepts and their purposes, Explain the functions of network services.	16.0
Infrastructure Given a scenario, deploy the appropriate cabling solution, Given a scenario, determine the appropriate placement of networking devices on a network and install/configure them, Explain the purposes of virtualization and network storage technologies, Explain the purposes and use cases for advanced networking devices, Compare and contrast WAN technologies,	16.0
Network Operations Given a scenario, use appropriate documentation and diagrams to manage the network, Compare and contrast business continuity and disaster recovery concepts, Explain common scanning, monitoring and patching processes and summarize their expected outputs, Given a scenario, use remote access methods, Identify policies and best practices.	16.0
Network Security Summarize the purposes of physical security devices, Explain authentication and access controls, Given a scenario, secure a basic wireless network, Summarize common networking attacks, Given a scenario, implement network device hardening, Explain common mitigation techniques and their purposes.	16.0
Network Troubleshooting and Tools Explain the network troubleshooting methodology, Given a scenario, use the appropriate tool, Given a scenario, troubleshoot common wired connectivity and performance issues, Given a scenario, troubleshoot common wireless connectivity and performance issues, Given a scenario, troubleshoot common network service issues.	16.0

Registration	$100.00
Tuition	$2695.00
Books & Supplies	$300.00
Other – Certification exam	$900.00
Total	**$3995.00**

Books & Supplies

CompTIA Network+ Cert Guide, Deluxe Edition by Anthony Sequeira and Michael Taylor Oct 30, 2021

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
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CompTIA Security+ Training

Admissions Requirements: At least 6 months of verifiable work experience in Computer Network Administration in a business environment or hold Microsoft MTA in Networking certification

Objective: CMS 2101 – Security Fundamentals training prepares participants for the CompTIA Security+ certification exam

Completion Time: 40 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
1.0 **Threats, Attacks and Vulnerabilities** - Given a scenario, analyze indicators of compromise and determine the type of malware, Compare and contrast types of attacks, Explain threat actor types and attributes, Explain penetration testing concepts, Explain vulnerability scanning concepts, Explain the impact associated with types of vulnerabilities,	**08**
2.0 Technologies and Tools - Install and configure network components, both hardware and software-based, to support organizational security, Given a scenario, use appropriate software tools to assess the security posture of an organization, Given a scenario, troubleshoot common security issues, Given a scenario, analyze and interpret output from security technologies, Given a scenario, deploy mobile devices securely, Given a scenario, implement secure protocols,	**07**
3.0 Architecture and Design - Explain use cases and purpose for frameworks, best practices and secure configuration guides, Given a scenario, implement secure network architecture concepts, Given a scenario, implement secure systems design, Explain the importance of secure staging deployment concepts, Explain the security implications of embedded systems, Summarize secure application development and deployment concepts, Summarize cloud and virtualization concepts, Explain how resiliency and automation strategies reduce risk, Explain the importance of physical security controls.	**08**
4.0 Identity and Access Management - Compare and contrast identity and access management concepts, Given a scenario, install and configure identity and access services, Given a scenario, implement identity and access management controls, Given a scenario, differentiate common account management practices.	**06**
5.0 Risk Management - Explain the importance of policies, plans and procedures related to organizational security, Summarize business impact analysis concepts, Explain risk management processes and concepts. Given a scenario, follow incident response procedures.	**06**
6.0 Cryptography and PKI - Compare and contrast basic concepts of cryptography, Explain cryptography algorithms and their basic characteristics, Given a scenario, install and configure wireless security settings, Given a scenario, implement public key infrastructure,	**05**

Tuition & Fees

Registration	$100.00
Tuition	$3245.00
Books & Supplies	$300.00
Certification exam	$350.00
Total	**$3995.00**

Textbook

CompTIA Security+ Study Guide: 8th Edition by Mike Chapple (Author), David Seidl (Author)

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CMC- TWC revision – May 2023

CompTIA Server+ Training

Admissions Requirements: At least 6 months of verifiable work experience in Server and Desktop environments

Objective: To prepare participants for the CompTIA Server+ certification exam

Completion Time: 40 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Introduction to Servers - Identifying: Server hardware, Parts of computer subsystems, Components of the system processing core, Drive types and implementations, Components and features of the communications subsystem, UPS types, Server-specific components found in other subsystems, Network operating systems and other software.	**06**
Installing Servers - Planning for server installation. Discussing the planning process. Adding server hardware. Installing server hardware. Discussing Rackmount servers and physical installation. Verifying the installation and verifying the hardware installation. Checking and Upgrading BIOS and Firmware Levels. Checking the BIOS level. Configuring RAID. Configuring hardware RAID. Installing network operating systems and others.	**06**
Configuring Servers - Checking and upgrading BIOS and firmware levels. Configuring RAID. Configuring hardware RAID. Installing network operating systems and other software. Testing the server installation. Configuring external peripheral devices. Installing system monitoring agents and service tools. Documenting the server.	**06**
Maintaining Servers - Backing up server data. Baselining servers and monitoring server performance. Setting SNMP thresholds. Discussing SNMP. Keeping the server clean. Discussing physical maintenance of servers. Verifying hardware, Establishing remote notification, Setting up and verifying remote notification.	**05**
Upgrading Server Components - Creating and using upgrade check lists. Discussing upgrade check lists. Adding and replacing hardware. Upgrading server software, Installing NOS updates, and Updating drivers.	**05**
Exploring Environmental Issues Surrounding Servers - Evaluating the physical security of servers, the physical security of servers, and the server room environment.	**04**
Troubleshooting Servers - Reviewing troubleshooting concepts, Discussing troubleshooting precautions, Analyzing the problem and its cause, and Discussing server troubleshooting.	**04**
Exploring Disaster Recovery Concepts and Techniques - Ensuring redundancy and availability. Discussing fault-tolerance and backups. Discussing backup strategies, Creating a disaster recovery plan, and Discussing professional data-recovery services.	**04**

Tuition & Fees

Registration	$100.00
Tuition	$2595.00
Books & Supplies	$300.00
Certification exam	$300.00
Total	**$3295.00**

Textbook

CompTIA Server+ Study Guide: 2016 Troy McMillan

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CMC- TWC revision – May 2023

Linux Training

Admissions Requirements: At least 6 months of verifiable work experience in Server and Desktop environments
Objective: CMC LNX – Linux Technologies training prepares participants for the LPI Linux essentials certification exam.

Completion Time: 60 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Familiarizing Yourself with Linux	**03**
Managing User and Group Accounts	**04**
Managing Partitions and the Linux File System	**04**
Managing Files in Linux	**04**
Working with Linux Permissions and Ownership	**03**
Printing Files	**03**
Managing Packages	**04**
Essential System Services Managing Kernel Services	**04**
Working with the Bash Shell and Shell Scripts	**03**
Managing Jobs and Processes	**03**
Managing System Services	**04**
Configuring Network Services	**03**
Configuring Basic Internet Services	**03**
Securing Linux	**04**
Managing Hardware	**02**
Troubleshooting Linux Systems	**03**
Installing Linux	**03**
Configuring the GUI	**03**

Tuition & Fees

Registration	$100.00
Tuition	$3795.00
Books & Supplies	$300.00
Certification exams	$300.00
Total	**$4495.00**

Textbooks
LPI Linux Essentials Study Guide: Christine Bresnahan and Richard Blum Jan 10, 2020

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

CompTIA Advanced Security Practitioner

Admissions Requirements: At least 48 months of verifiable work experience in Computer Network Administration in a business environment or hold a current CompTIA Security+ certification

Objective: To Prepare candidates for CompTIA Advanced Security Practitioner (CASP) certification exam

Completion Time: 40 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Live Online Clock Hours
Security Architecture- Given a scenario, analyze the security requirements and objectives to ensure an appropriate, secure network architecture for a new or existing network, Given a scenario, analyze the organizational requirements to determine the proper infrastructure security design, Given a scenario, integrate software applications securely into an enterprise architecture, Given a scenario, analyze the security requirements and objectives to provide the appropriate authentication and authorization controls. Explain how cryptography and public key infrastructure (PKI) support security objectives and requirements.	**11**
Security Operations- Given a scenario, perform threat management activities, Given a scenario, analyze indicators of compromise and formulate an appropriate response, Given a scenario, perform vulnerability management activities, Given a scenario, use the appropriate vulnerability assessment and penetration testing methods and tools, Given a scenario, analyze vulnerabilities and recommend risk mitigations, Given an incident, implement the appropriate response, Explain the importance of forensic concepts, Given a scenario, use forensic analysis tools.	**12**
Security Engineering and Cryptography - Given a scenario, apply secure configurations to enterprise mobility, Given a scenario, configure and implement endpoint security controls, Explain security considerations impacting specific sectors and operational technologies, Given a business requirement, implement the appropriate PKI solution, Given a scenario, troubleshoot issues with cryptographic implementations. Explain how cloud technology adoption impacts organizational security. Given a business requirement, implement the appropriate cryptographic protocols and algorithms, Given a scenario, troubleshoot issues with cryptographic implementations.	**12**
Governance, Risk, and Compliance - Given a set of requirements, apply the appropriate risk strategies, Explain the importance of managing and mitigating vendor risk, Explain compliance frameworks and legal considerations, and their organizational impact, Explain the importance of business continuity and disaster recovery concepts,	**05**

Tuition & Fees

Registration	$100.00
Tuition	$3095.00
Books & Supplies	$400.00
Certification exam	$400.00
Total	**$3995.00**

Textbook

CompTIA CASP+ (CAS-004) eLearning Bundle

CASP+ CompTIA Advanced Security Practitioner Study Guide:Nadean H. Tanner (Author), Jeff T. Parker

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CMC- TWC revision – May 2023

Cisco Network Associate Training

Admissions Requirements: At least 12 months of verifiable work experience Computer Networking skills in business environment or hold a current CompTIA Network+ certification.

Objective: CMC CCNA – Network Technologies training prepares participants for the Cisco Certified Network Associate certification exam

Completion Time: 80 hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Live online Clock Hours
Network Fundamentals - Explain the role and function of network components, Describe characteristics of network topology architectures, Compare physical interface and cabling types, Identify interface and cable issues, Compare TCP to UDP Configure and verify IPv4 addressing and subnetting, Describe the need for private IPv4 addressing, Configure and verify IPv6 addressing and prefix, Compare IPv6 address types, Verify IP parameters for Client OS, Describe wireless principles, Explain virtualization fundamentals, Describe switching concepts	**08**
Network Access - Configure and verify VLANs (normal range) spanning multiple switches, Configure and verify interswitch connectivity, Configure and verify Layer 2 discovery protocols, Configure and verify EtherChannel (LACP), Describe the need for and basic operations of Rapid PVST+ Spanning Tree Protocol and identify basic operations, Compare Cisco Wireless Architectures and AP modes, Describe physical infrastructure connections of WLAN components, Describe AP and WLC management access connections, Configure the components of a wireless LAN access for client connectivity using GUI only such as WLAN creation, security settings, QoS profiles, and advanced WLAN settings	**08**
IP Connectivity - Interpret the components of routing table, Determine how a router makes a forwarding decision by default, Configure and verify IPv4 and IPv6 static routing, Configure and verify single area OSPFv2, Describe the purpose of first hop redundancy	**10**
IP Services - Configure and verify inside source NAT using static and pools, Configure and verify NTP operating in a client and server mode, Explain the role of DHCP and DNS within the network, Explain the function of SNMP in network operations,	**04**
Security Fundamentals - Define key security concepts, Describe security program elements,	**06**
Automation and Programmability - Explain how automation impacts network management, Compare traditional networks with controller-based networking	**04**

Tuition & Fees

Registration	$100.00
Tuition	$3695.00
Books & Supplies	$400.00
Certification exams	$300.00
Total	**$4495.00**

Textbooks

CCNA Official Cert Guide Library	by Wendell Odom	Dec 31, 2019
CCNA 200-301 Portable Command Guide	by Scott Empson	Dec 11, 2019

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CMC- TWC revision – May 2023

Cisco DevNet Associate Training

Admissions requirements: Cisco CCNA certification

Objective: To prepare participants for Cisco DevNet exam

Completion Time: 40 hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Online Clock Hours
Software Development and Design - Compare data formats, Describe parsing of common data format to Python data structures, Describe the concepts of test-driven development, Compare software development methods, Explain the benefits of organizing code into methods / functions, classes, and modules, Identify the advantages of common design patterns, Explain the advantages of version control, Utilize common version control operations with Git	6.0
Understanding and Using APIs - Construct a REST API request to accomplish a task given API documentation, Describe common usage patterns related to webhooks, Identify the constraints when consuming APIs, Explain common HTTP response codes associated with REST APIs, Troubleshoot a problem given the HTTP response code, request and API documentation, Identify the parts of an HTTP response, Utilize common API authentication mechanisms: basic, custom token, and API keys, Compare common API styles, Construct a Python script that calls a REST API using the requests library	4.0
Cisco Platforms and Development - Construct a Python script that uses a Cisco SDK given SDK documentation, Describe the capabilities of Cisco network management platforms and APIs, Describe the capabilities of Cisco compute management platforms and APIs, Describe the capabilities of Cisco collaboration platforms and APIs	6
Application Deployment and Security - Describe benefits of edge computing, identify attributes of different application deployment models, Identify the attributes of these application deployment types	6.0
Infrastructure and Automation - Describe the value of model driven programmability for infrastructure automation, Compare controller-level to device-level management, Describe the use and roles of network simulation and test tools, Describe the components and benefits of CI/CD pipeline in infrastructure automation, Describe principles of infrastructure as code, Describe the capabilities of automation tools such as Ansible, Puppet, Chef, and Cisco NSO, Identify the workflow being automated by a Python script that uses Cisco APIs including ACI, Meraki, Cisco DNA Center, or RESTCONF, Identify the workflow being automated by an Ansible playbook	8.0
Network Fundamentals - Describe the purpose and usage of MAC addresses and VLANs, Describe the purpose and usage of IP addresses, routes, subnet mask / prefix, and gateways, Describe the function of common networking components, Interpret a basic network topology diagram with elements such as switches, routers, firewalls, load balancers, and port values, Describe the function of management,	8.0

Registration	$100.00
Tuition	$3595.00
Books & Supplies	$350.00
Other – Certification exam	$450.00
Total	**$4495.00**

Books & Supplies

Cisco Certified DevNet Associate Official Cert Guideby Chris Jackson , Jason Gooley , Sep 22, 2020

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

CISCO Support Technician Training

Admissions Requirements: Basic Networking experience – 6 months or more
Objective: To Prepare participants for the Cisco Certified Technician certification exam
Completion Time: 40 Hours
Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Identify Cisco Equipment and Related Hardware Identify the interfaces on Cisco equipment including the Cisco Catalyst 6500, 4500, 3560, 3750 and 2975 & 2960 Series switches and Cisco 2800, 2900, 3800, 3900, 7200, 7300, 7600 Series. Integrated Service routers. Identify the cabling on Cisco equipment. Identify Cisco products by logo marking and model number (including, but not limited to, locations on chassis, line card, module, or adapter). Identify and describe the commonly used components. Describe the hardware memory common terms and use in Cisco routers and switches.	**10**
Describe Cisco IOS Software Operation Describe the different operating modes for Cisco CatOS/IOS Software. Navigate between the different operating modes listed. Determine the current mode of the device. Copy and paste a configuration file from/to a router or switch. Know how to use and interpret the basic Cisco IOS Software commands. Describe where to find the configuration register parameter and how to change it. Identify a configuration file from a Cisco device. Perform software upgrade or downgrade using TFTP, xmodem, tftpdnld, flash memory, memory card reader or USB. Perform password recovery on a Cisco device.	**10**
General Networking Knowledge Describe in general terms the basic functionality and key differences for the following hardware: LAN switch, router, modem, and wireless access points. Describe what an IP address and subnet is. Differentiate between these Layer 2 technologies: Ethernet, Fast, Gigabit Ethernet, Serial, ATM, ISDN, DSL, Optical, and so on. Describe what FTP does. Describe what TFTP does. Describe what a CSU/DSU does (such as, loop back processes and so on). Describe Telco termination point does (such as demark, and so on). Describe what Telnet and SSH does. Describe what ping does. Use the OSI and TCP/IP models and their associated protocols to explain how data flows in a network. Identify and correct common network problems at Layers 1 and 2.	**10**
Service-related Knowledge Locate and use a text editor (such as Notepad). Locate and use Terminal Emulation. Locate and use the Window command prompt. Configure networks settings for Ethernet port on laptop (IP address, subnet mask and default gateway) and establish a connection with Ethernet ports on Cisco equipment. Make a physical connection from laptop to Cisco console port. Connect, configure, and verify operation status of a device interface. Make a physical Ethernet connection from laptop to Cisco device. Ethernet port using correct cable. Use modem to connect to Cisco console port and phone line. Configure the correct DIP switch settings on the modem (or other appropriate settings). Identify the different loop-back plugs. Identify null modem cable and application. Configure and use TFTP server (such as, TFTP d32). Use the hardware tools needed for repair.	**10**

Tuition & Fees

Registration	$100.00
Tuition	$2475.00
Books & Supplies	$300.00
Certification exam	$120.00
Total	**$2995.00**

Textbook

Cisco Quick Reference Guide

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Cisco Security Training

Admissions requirements: Basic Networking experience – 12 months or more

Objective: To Prepare participants for the Cisco Security Certification Exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Security Concepts: Describe the CIA triad, Compare security deployments, Network, endpoint, and application security systems, Agentless and agent-based protections, Legacy antivirus and antimalware, SIEM, SOAR, and log management	08
Security Monitoring: Compare attack surface and vulnerability, Identify the types of data provided by these technologies, TCP dump, NetFlow, Next-gen firewall, Traditional stateful firewall, Application visibility and control, Web content filtering, Email content filtering	08
Host-Based Analysis: Describe the functionality of these endpoint technologies in regard to security monitoring, Host-based intrusion detection, Antimalware and antivirus, Host-based firewall, Application-level allow listing/block listing, Systems-based sandboxing (such as Chrome, Java, Adobe Reader)	08
Network Intrusion Analysis: Map the provided events to source technologies, IDS/IPS, Firewall, Network application control, Proxy logs, Antivirus, Transaction data (NetFlow)	10
Security Policies and Procedures: Describe management concepts, Asset management, Configuration management, Mobile device management, Patch management, Vulnerability management	06

Registration	$100.00
Tuition	$2895.00
Books & Supplies	$400.00
Other – Certification exam	$600.00
Total	**$3995.00**

Books & Supplies

Cisco CyberOps Associate - Official Cert Guide by Omar Santos Dec 20, 2020

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Microsoft Administrator Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Submit evidence of 12 months' work experience in Computer Systems Support Technician – submit a resume with reference

Objective: To prepare participants for Microsoft MCSA certification exam

Completion Time: 80 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Enabling and Managing Office 365	**Clock Hours**
Provision Office 365	**08**
Plan and implement networking and security in Office 365	**08**
Manage cloud identities	**08**
Implement and manage identities by using Azure AD Connect	**08**
Monitor and troubleshoot Office 365 availability and usage	**08**
Enabling and Managing Office 365	
Manage clients and end-user devices	**05**
Manage user-driven client deployments	**05**
Provision SharePoint Online site collections	**05**
Configure external user sharing	**05**
Configure Exchange Online and Skype for Business Online for end users	**05**
Configure additional email addresses for users	**05**
Plan for Exchange Online and Skype for Business Online	**05**
Manage antimalware and anti-spam policies	**05**

Tuition & Fees

Registration	$100.00
Tuition	$6100.00
Books & Supplies	$600.00
Certification exams	$400.00
Total	**$7200.00**

Textbooks

Managing Office 365 Identities and Requirements, 2015, Orin Thomas
Enabling Office 365 Services, 2015, Orin Thomas

Microsoft Windows 10 Training

Admissions Requirements: At least 6 months of verifiable work experience with Windows desktop administration, maintenance, and troubleshooting, Introductory-level knowledge of Active Directory and Microsoft Intune

Objective: To prepare participants for Microsoft certification exams

Completion Time: 80 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	**Clock Hours**
Configuring Windows Devices	
Manage identity	**04**
Plan desktop and device deployment	**04**
Plan and implement a Microsoft Intune device management solution	**04**
Configure networking	**04**
Configure storage	**04**
Manage data access and protection	**04**
Manage remote access	**04**
Manage apps	**04**
Manage updates and recovery	**04**
Installing and Configuring Windows 10	
Implement Windows	**14**
Configure and support core services	**15**
Manage and maintain Windows	**15**

Tuition & Fees

Registration	$100.00
Tuition	$5695.00
Books & Supplies	$500.00
Certification exam	$200.00
Total	**$6495.00**

Textbooks
Configuring Windows Devices, 2015
Installing and Configuring Windows 10, 2016
Microsoft Official Course Labs

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Cloud Administrator Training (Basic)

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)

Objective: To prepare participants for Microsoft, Amazon, Google Cloud certifications exams
Completion Time: 130 hours
Main Skills to be learned & Time Spent on Each Main Topic

Microsoft Cloud Fundamentals	**Clock Hours**	**Google Cloud Fundamentals**	**Clock Hours**
Describe Cloud Concepts, Describe Core Azure Services, Describe core solutions and management tools on Azure	15	Introduction to Digital Transformation with Google Cloud; Explain why cloud technology is revolutionizing business, Explain why it is critical for businesses to adopt new technology	04
Describe general security and network security features, Describe identity, governance, privacy, and compliance features, Describe Azure cost management and Service Level Agreements	15	Innovating with Data and Google Cloud, Describe the role of data in digital transformation and the importance of a data-driven culture, Identify Google Cloud's solutions for machine learning and AI	12
Describe the different types of cloud services available, Describe the benefits of and considerations for using a cloud service instead of on-premises services, Identify core Microsoft 365 capabilities	10	Infrastructure and Application Modernization with Google Cloud, modernizing IT infrastructure with Google Cloud, Modernizing applications with Google Cloud	12
Describe Microsoft 365 collaboration solutions Explain Security, Compliance, Privacy, and Trust in Microsoft 365 Describe Microsoft 365 Pricing and Support	10	Understanding Google Cloud Security and Operations, Describe financial governance in the cloud and Google Cloud's recommended best practices for effective cloud cost management	12
AWS Cloud Foundations			**40**
Domain 1: Cloud Concepts- Define the AWS Cloud and its value proposition, Identify aspects of AWS Cloud economics, Explain the different cloud architecture design principles			10
Domain 2: Security and Compliance - Define the AWS shared responsibility model, Define AWS Cloud security and compliance concepts, Identify AWS access management capabilities, identify resources for security support, Recognize there are different network security capabilities			10
Domain 3: Technology - Define methods of deploying and operating in the AWS Cloud, Define the AWS global infrastructure, Identify the core AWS services, Identify resources for technology support			10
Domain 4: Billing and Pricing - Compare and contrast the various pricing models for AWS (for example, On-Demand Instances, Reserved Instances, and Spot Instance pricing), Recognize the various account structures in relation to AWS billing and pricing, Identify resources available for billing support			10

Tuition & Fees

Registration	$100.00
Tuition	$9695.00
Books & Supplies	$600.00
Total	**$10395.00**

Textbooks

Google Cloud Platform an Architect's Guide: by Alasdair Gilchrist
AWS Certified Cloud Practitioner Study Guide, Ben Piper and David Clinton Jun 14, 2019
Microsoft Azure Fundamentals Jim Cheshire Aug 14, 2020

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Information Systems Security Professional

Admissions Requirements: CompTIA Security+ certification
Objective: To Prepare participants for CISSP and COBIT certification exams
Completion Time: 64 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Information Security and Risk Management - How security supports organizational mission, goals and objectives, Risk management, Security management, and Personnel security.	**04**
Access Control - Identification and Authentication, Centralized Access Control, Decentralized Access Control, Access Control Attacks, Access Provisioning Life Cycle, and Testing Access Controls.	**04**
Software Development Security - Operating systems, Types of applications, Application models and technologies, Application threats and countermeasures, Security in the software development life cycle, and Application security controls. Databases and data warehouses.	**04**
Business Continuity and Disaster Recovery Planning - Running a business continuity and disaster recovery planning project. Developing business continuity and disaster recovery plans**.** Testing business continuity and disaster recovery plans. Training users. The business continuity and disaster recovery.	**04**
Cryptography - Applications and uses of cryptography, Encryption methodologies, Cryptanalysis, Management of cryptography, and Key management.	**04**
Legal, Regulations, Investigations and Compliance - Computer related crime**.** Categories of law and computer crime laws in the U.S. and other countries. Security incident response, Investigations Computer forensics, and Professional ethics.	**04**
Security Operations - Applying security concepts to computer and business operations. Records management security controls, Backups, Anti-virus software and other anti-malware controls. Remote access, Administrative management and control of information security. Resource protection Incident management, High availability architectures, Vulnerability management, and Change management.	**04**
Physical and Environmental Security - Site access controls including key card access systems, biometrics, video surveillance, fences and walls, notices, and exterior lighting. Secure siting: identifying and avoiding threats and risks associated with a building site. Equipment protection from fire, theft, and damage. Environmental controls including HVAC and backup power.	**04**
Security Architecture and Design - Security models including Biba, Bell LaPadula, Access Matrix, Take-Grant, Clark-Wilson, Multi-Level, Mandatory Access Control, and Discretionary Access Control. Information systems evaluation models including Common Criteria, TCSEC, and ITSEC. Computer hardware architecture. Computer software: operating systems, applications, and tools. Software and system security threats and countermeasures. Cloud security threats and countermeasures.	**04**
Telecommunications and Network Security - Wireline and wireless telecommunication technologies**,** Wired and wireless network technologies, Network topologies and cabling, The OSI and TCP/IP network models, TCP/IP networks, protocols, addressing, devices, routing, authentication, access control, tunneling and services, Network based threats, attacks, vulnerabilities, and countermeasures.	**04**
CMC CBT – IT Enterprise Governance - COBIT: A Business Framework for the Governance and Management of Enterprise IT, Chapter 1. Overview of COBIT, Chapter 2. Principle 1: Meeting Stakeholder Needs, Chapter 3. Principle 2: Covering the Enterprise End-to-end, Chapter 4. Principle 3: Applying a Single Integrated Framework, Chapter 5. Principle 4: Enabling a Holistic Approach, Chapter 6. Principle 5: Separating Governance from Management, Chapter 7. Implementation Guidance, Chapter 8. The COBIT Process Capability Model	**24**

Tuition & Fees

Registration	$100.00
Tuition	$6000.00
Books & Supplies	$700.00
Certification exam	$1150.00
Total	**$7950.00**

Textbooks

CISSP (ISC)^2 Certified Information Systems Security Professional Official Study Guide and Official ISC^2 Practice Tests Kit, 2015, Mike Chapple, James Michael Stewart, Darril Gibson
COBIT Foundation-Reference and Study Guide Paperback –2016

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Office Specialist Training - Word

Admissions Requirements: Basic Computer experience – 6 months or more

Objective: To Prepare participants for Microsoft Office Specialist Word certification exam

Completion Time: 40 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Navigate within documents	**02**
Format documents	**02**
Save and share documents	**02**
Share documents electronically	**03**
Insert text and paragraphs	**02**
Apply text effects	**02**
Create and configure document sections	**02**
Create tables	**02**
Modify tables	**04**
Create and modify lists	**02**
Create and manage reference elements	**02**
Create and manage reference tables	**02**
Insert illustrations and text boxes	**03**
Format illustrations and text boxes	**02**
Add text to graphic elements	**02**
Modify graphic elements	**02**
Add and manage comments	**02**
Manage change tracking	**02**

Tuition & Fees

Registration	$100.00
Tuition	$1400.00
Books & Supplies	$100.00
Certification exam	$200.00
Total	**$1800.00**

Textbooks

MOS Study Guide for Microsoft Word Joan Lambert May 26,2020

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Office Specialist Training – Excel

Admissions Requirements: Microsoft Office Experience – 12 months or more
Objective: To Prepare participants for Microsoft Office Specialist Excel certification exam
Completion Time: 40 Hours
Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Import data into workbooks- Import data from .txt files	**02**
Search for data within a workbook	**02**
Format worksheets and workbooks	**02**
Customize options and views	**03**
Modify basic workbook properties	**01**
Display formulas	**02**
Configure content for collaboration	**02**
Manipulate data in worksheets	**01**
Format cells and ranges	**02**
Define and reference named ranges	**02**
Summarize data visually	**02**
Create and format tables	**03**
Modify tables	**02**
Filter and sort table data	**02**
Insert references	**02**
Calculate and transform data	**02**
Format and modify text	**02**
Create charts	**02**
Modify charts	**02**
Format charts	**02**

Tuition & Fees

Registration	$100.00
Tuition	$1400.00
Books & Supplies	$100.00
Certification exam	$200.00
Total	**$1800.00**

Textbooks
MOS Study Guide for Microsoft Excel Joan Lambert

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ITIL Foundations Training

Admissions requirements: Business IT Experience – 6 months or more

Objective: CMC IT101 **–** IT Service Management training prepares participants for ITIL Foundations certification exam

Completion Time: 24 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Understand the key concepts of service management Describe the key concepts of creating value with services, Describe the key concepts of service relationships, Recall the definition of: Service, Utility, Warranty, Customer, User, Service management, Sponsor	**04**
Understand how the ITIL guiding principles can help an organization adopt and adapt Service management Describe the nature, use and interaction of the guiding principles, Explain the use of the guiding principles: Focus on value, Start where you are, Progress iteratively with feedback, Collaborate and promote visibility, Think and work holistically, Keep it simple and practical, Optimize and automate	**04**
Understand the four dimensions of service management Describe the four dimensions of service management: Organizations and people, Information and technology, Partners and suppliers, Value streams and processes.	**02**
Understand the purpose and components of the ITIL service value system: Describe the ITIL service value system	**02**
Understand the activities of the service value chain, and how they interconnect: Describe the interconnected nature of the service value chain and how this supports value streams, Describe the purpose of each value chain activity: Plan, Improve, Engage, Design & transition, Obtain/build, Deliver & support	**04**
Know the purpose and key terms of 15 ITIL practices: Recall the purpose of the following ITIL practices: Information security management, Relationship management, Supplier management, IT asset management, Monitoring and event management, Release management, Service configuration management, Deployment management, Continual improvement, Change enablement, Incident management, Problem management, Service request management, Service desk, Service level management, Recall definitions of the following ITIL terms: IT asset, Event, Configuration item, Change, Incident, Problem, Known error	**04**
Understand 7 ITIL practices: Explain the following ITIL practices in detail, excluding how they fit within the service value chain: Continual improvement including: The continual improvement model, Change enablement, Incident management Problem management, Service request management, Service desk, Service level management	**04**

Tuition & Fees

Registration	$100.00
Tuition	$2295.00
Books & Supplies	$300.00
Certification exam	$300.00
Total	**$2995.00**

Textbook

ITIL Foundation, ITIL 4 Edition (ITIL 4 Foundation) by AXELOS (Author)

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CMC- TWC revision – May 2023

Agile Scrum Training

Admissions Requirements: At least 12 months of verifiable work experience in business related project management experience

Objective: CMC PSM – Agile Scrum Project Management Development training prepares participants for Agile Scrum certification exam

Completion Time: 24 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Definition of Scrum Scrum Theory	**03**
Scrum Values The Scrum Team	**03**
The Product Owner The Development Team	**02**
The Scrum Master Scrum Events	**02**
The Sprint Sprint Planning	**03**
Daily Scrum Sprint Review	**02**
Sprint Retrospective Scrum Artifacts	**03**
Product Backlog Sprint Backlog	**02**
Increment Artifact Transparency	**02**
Definition of "Done" End Note	**02**

Tuition & Fees

Registration	$100.00
Tuition	$2245.00
Books & Supplies	$300.00
Certification exam	$350.00
Total	**$2995.00**

Textbook

A Guide to Passing the Professional Scrum Master ™ (PSM) Exam, 2013 Nader K. Rad, Frank Turley

Lean Six Sigma Certification Training

Admissions Requirements: At least 12 months of verifiable work experience in business related project management

Objective: CMC LSS – Lean Six Sigma Process Improvement training prepares participants for Lean Six Sigma Green Belt certification exam

Completion Time: 24 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
DEFINE PHASE The basics of six sigma The fundamentals of six sigma Selecting lean six sigma projects The lean enterprise	**06**
MEASURE PHASE Process definition, Basic statistics Measurement system analysis Process capability	**06**
ANALYZE PHASE Patterns of variation Inferential statistics Hypothesis testing Hypothesis testing with normal data	**04**
IMPROVE PHASE Simple linear regression Multiple regression analysis	**04**
CONTROL PHASE Lean controls Statistical process control (spc) Six sigma control plans	**04**

Tuition & Fees

Registration	$100.00
Tuition	$2045.00
Books & Supplies	$300.00
Certification exam	$500.00
Total	**$2995.00**

Textbooks

Lean Six Sigma For Beginners: A Quick start Beginner's Guide to Lean Six Sigma, 2016 Jim Hall & Tina Scott

Lean Six Sigma Pocket Tool Book, 2005 Michael George, David Rowlands, Mark Price, John Maxey

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

COBIT Foundation Certification Training

Admissions Requirements: At least 12 months of verifiable work experience in business project management
Objective: CMC CBT – IT Enterprise Governance training prepares participants for COBIT Foundation certification exam
Completion Time: 24 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
COBIT: A Business Framework for the Governance and Management of Enterprise IT **Chapter 1. Overview of COBIT**	**04**
Chapter 2. Principle 1: Meeting Stakeholder Needs Introduction, COBIT Goals Cascade. Step 1. Stakeholder Drivers Influence Stakeholder Needs; Step 2. Stakeholder Needs Cascade to Enterprise Goals; Step 3. Enterprise Goals Cascade to IT-related Goals; Step 4. IT-related Goals Cascade to Enabler Goals. Using the COBIT Goals Cascade. Benefits of the COBIT Goals Cascade. Using the COBIT Goals Cascade Carefully. Using the COBIT Goals Cascade in Practice. Governance and Management Questions on IT. How to Find an Answer.	**04**
Chapter 3. Principle 2: Covering the Enterprise End-to-end Governance Approach, Governance Enablers, Governance Scope, Roles, Activities and Relationships.	**04**
Chapter 4. Principle 3: Applying a Single Integrated Framework COBIT Framework Integrator.	**04**
Chapter 5. Principle 4: Enabling a Holistic Approach COBIT Enablers, Systemic Governance and Management through Interconnected Enablers, COBIT Enabler Dimensions, Enabler Dimensions, Enabler Performance Management, and Example of Enablers in Practice.	**04**
Chapter 6. Principle 5: Separating Governance from Management Governance and Management, Interactions between Governance and Management, and COBIT Process Reference Model.	**02**
Chapter 7. Implementation Guidance Introduction, Considering the Enterprise Context**,** Creating the Appropriate Environment, Recognizing Pain Points and Trigger Events, Enabling Change, A Life Cycle Approach, and Making the Business Case.	**01**
Chapter 8. The COBIT Process Capability Model Introduction, Differences Between the COBIT 4.1 Maturity Model and the COBIT Process Capability Model. Differences in Practice, Benefits of the Changes, and Performing Process Capability Assessments in COBIT.	**01**

Tuition & Fees

Registration	$100.00
Tuition	$2295.00
Books & Supplies	$300.00
Certification exam	$300.00
Total	**$2995.00**

Textbooks
COBIT Foundation-Reference and Study Guide Paperback –2016

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Project Management Training

Admissions requirements: Applicants seeking PMI PMP Certification requirements:
A four-year degree and 36 months leading projects
— OR —
A high school diploma or an associate degree (or global equivalent) and 60 months leading projects

Applicants with no experience will be taking the PMI Project Management Ready exam

Objective: To Prepare participants for Project Management certification exams – PMI Institute CAPM, PMP, or PMI Project Management Ready, and Agile Scrum

Completion Time: 64 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours
Domain I People - Manage conflict, Lead a team, Support team performance, Empower team members and stakeholders, Ensure team members/stakeholders are adequately trained, Build a team, Address and remove impediments, obstacles, and blockers for the team, Negotiate project agreements, Collaborate with stakeholders, Build shared understanding,, Engage and support virtual teams, Define team ground rules, Mentor relevant stakeholders, Promote team performance through the application of emotional intelligence	**10**
Domain II Process - Execute project with the urgency required to deliver business value, Manage communications, Assess and manage risks, Engage stakeholders, Plan and manage budget and resources, Plan and manage quality of products/deliverables, Plan and manage scope, Integrate project planning activities, Manage project changes, Plan and manage procurement, Manage project artifacts, Determine appropriate project methodology/methods and practices, Establish project governance structure, Manage project issues, Ensure knowledge transfer for project continuity, Plan and manage project/phase closure or transitions	**20**
Domain III Business Environment- Plan and manage project compliance, Evaluate and deliver project benefits and value, Evaluate and address external business environment changes for impact on, Support organizational change	**10**
Agile project management- Scrum theory and principles - The Scrum Framework**,** The Definition of Done**,** Running a Scrum project**,** Working with people and teams**,** Scrum in your organization**,** The role of the Scrum Master	**24**

Tuition & Fees

Registration	$100.00
Tuition	$4995.00
Books & Supplies	$400.00
Certification exams	$750.00
Total	**$6245.00**

Textbooks
PMI Authorized PMP digital courseware & printed PMP student manual **or** Project Management Ready Manual
PMP Practice exam
Digital PMBOK Guide
Digital Agile Project Management (APM) Guide
Agile Scrum Guide

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Advanced Network Professional Training

Admissions Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Submit a resume with references

Objective: To Prepare participants for the Security Compliance and Identity Fundamentals examinations.
Completion Time: 120 Clock Hours
Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	**Clock Hours**
CMC-SCI – Security, Compliance, and Identity Fundamentals	**60**
Describe the concepts of security, compliance, and identity - describe the Zero-Trust methodology, describe the shared responsibility model, define defense in depth, describe common threats, describe encryption, describe cloud adoption framework	15
Describe the capabilities of Microsoft identity and access management solutions - describe what Azure Active Directory - describe Azure AD identities	16
Describe the capabilities of Microsoft security solutions - describe what Intune is, describe endpoint security with Intune, describe the endpoint security with the Microsoft Endpoint	14
Describe the capabilities of Microsoft compliance solutions - describe Insider risk management solution - describe communication compliance, describe information barriers, describe privileged access management, describe customer lockbox	15
CMC- AZS – Azure Security	**60**
Manage identity and access - Manage secure access by using Azure AD, Manage application access	15
Implement platform protection - Configure advanced security for compute, configure Azure Endpoint Protection for virtual machines (VMs), implement and manage security updates for VM	18
Manage security operations - Configure centralized policy management, Configure and manage threat protection,	12
Secure data and applications - Configure security for storage, Configure security for data, Configure and manage Azure Key Vault	15

Tuition & Fees

Registration	$100.00
Tuition	$8695.00
Books & Supplies	$600.00
Certification exams	$600.00
Total	**$9995.00**

Textbooks

Microsoft Security Fundamentals	Yuri Diogenes , Nicholas DiCola,	Dec 4, 2021
Azure Security Technologies	Yuri Diogenes and Orin Thomas	Dec 22, 2020

Computer Systems Administrator Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher) **or**
3. Submit evidence of 12 months' work experience in Computer Systems Support Technician – submit a resume with references

Objective: To Prepare participants for the Microsoft Administrator certification exam
Completion Time: 160 Hours

Main Skills to be learned & Time Spent on Each Main Topic

Administering Windows Server Hybrid Core Infrastructure	**80**
Deploy and manage Active Directory Domain Services (AD DS) in on-premises and cloud environments, Deploy and manage AD DS domain controllers, Configure and manage multi-site, multi-domain, and multi-forest environments	20
Manage Windows Servers and workloads in a hybrid environment, Manage Windows Servers and workloads by using Azure services	16
Manage virtual machines and containers, Manage Azure Virtual Machines that run Windows Server	14
Implement and manage an on-premises and hybrid networking infrastructure, Implement on-premises and hybrid name resolution	20
Manage storage and file services, Configure and manage Azure File Sync	10
Configuring Windows Server Hybrid Advanced Services	**80**
Secure Windows Server on-premises and hybrid infrastructures, Secure a hybrid Active Directory infrastructure	20
Implement and manage Windows Server high availability, Implement a Windows Server failover cluster	12
Implement disaster recovery, Manage Backup and Recovery for Windows Server	14
Migrate servers and workloads, Migrate on-premises storage to on-premises servers or Azure Migrate on-premises servers to Azure	18
Monitor and troubleshoot Windows Server environments	16

Tuition & Fees

Registration	$100.00
Tuition	$7795.00
Books & Supplies	$600.00
Certification exams	$1500.00
Total	**$9995.00**

Textbooks

Administering Windows Server Hybrid Core Infrastructure	Microsoft Official Curriculum
Configuring Windows Server Hybrid Advanced Services	Microsoft Official Curriculum

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CMC- TWC revision – May 2023

Cybersecurity Professional Training

Individuals applying for this seminar are required to:
Interview with an approved school admissions counselor (in person or phone);

1. Provide documentation of 5 years of verifiable experience in Information Technology Field;
2. Submit a resume with references.

Objective: To Prepare participants for the ITIL, Cobit and CISSP Certification Exams
Completion Time: 128 Clock Hours
Main Skills to be learned & Time Spent on Each Main Topic

COBIT 05 – IT Governance	**Live Online – Hybrid 24**
Framework Introduction	03
Principles	03
Governance System and Components	03
Governance and Management Objectives	03
Performance Management	03
Designing a Tailored Governance System	03
Business Case	02
Implementation	04
IT Service Management	**24**
Service Management as a Practice, Understanding Service Strategy, Service Strategy Processes;	06
Understanding Service Design, Service Level Management, The Other Service Design Processes;	06
Service Design Roles, Understanding Service Transition and the Change Management Processes;	06
Service Transition Processes; Delivering the Service; The Major Service Operation Processes; The Other Service Operation Processes, Understanding Continual Service Improvement.	06
Information Security Professional	**60**
Security and Risk Management	08
Asset Security	08
Security Architecture and Engineering	08
Communication and Network Security	08
Identity and Access Management (IAM)	08
Security Assessment and Testing	07
Security Operations	06
Software Development Security	07

Tuition & Fees

Registration	$100.00
Tuition	$8195.00
Books & Supplies	$500.00
Certification exams	
ITIL Foundation, COBIT CISSP or Associate CISSP by ISC2.org	$1200.00
Total	**$9995.00**

Required Textbooks:

ITIL Foundation, ITIL (ITIL 4 Foundation) Paperback – February 4, 2020
COBIT 2019 Foundation-Reference and Study Guide Paper – by ISACA
(ISC)2 CISSP Certified Information Systems Security Professional Official Study Guide 3rd Edition

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CMC- TWC revision – May 2023

Data Analyst Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone);
2. Submit a resume with references.

Objective: To Prepare participants for the Data Analyst exams
Completion Time: 144 Hours
Main Skills to be learned & Time Spent on Each Main Topic

Main topics or lessons	Clock Hours	Main topics or lessons	Clock Hours
Data Analysis and Visualization with Microsoft Excel:	**44**	**Power BI: Data Analysis Professional**	**50**
Perform data analysis fundamentals. Visualize data with Excel.	10	Prepare the data	10
Analyze data with formulas and functions. Analyze data with PivotTables.	09	Model the data	10
Present visual insights with dashboards in Excel. Create geospatial visualization with Excel.	10	Visualize the data	10
Perform statistical analysis. Get and transform data.	06	Analyze the data	10
Model and analyze data with Power Pivot. Present insights with reports.	09	Deploy and maintain deliverables	10
Tableau Desktop Training			**50**
Domain 1: Connect to and Transform Data			15
Domain 2: Explore and Analyze Data			22
Domain 3: Create Content			13
Domain 4: Publish and Manage Content on Tableau Server and Tableau Online			10

Tuition & Fees

Registration	$100.00
Tuition	$8495.00
Books & Supplies	$400.00
Certification exams - Microsoft Excel, Power BI, Tableau Desktop	$1000.00
Total	**$9995.00**

Text Books
Data Analysis and Visualization with Microsoft Excel Print and Digital Courseware
Exam Ref DA-100 Analyzing Data with Microsoft Power BI by Daniil Maslyuk (Author)
Tableau Desktop: Print and Digital Courseware

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CMC- TWC revision – May 2023

Information Security Risk Analyst Training

Individuals applying for this seminar are required to:
Interview with an approved school admissions counselor (in person or phone);

1. Provide documentation of 5 years of verifiable experience in Information Technology Field;
2. Submit a resume with references.

Objective: To Prepare participants for the Cobit, ITIL and CISA exams.

Completion Time: 128 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

IT Governance	**Live Online Hybrid Clock Hours 24**
Framework Introduction	04
Principles	04
Governance System and Components	04
Governance and Management Objectives	04
Performance Management	04
Designing a Tailored Governance System	04
Business Case	04
Implementation	04
IT Service Management	**24**
Service Management as a Practice, Understanding Service Strategy, Service Strategy Processes;	06
Understanding Service Design, Service Level Management, The Other Service Design Processes;	06
Service Design Roles, Understanding Service Transition and the Change Management Processes;	06
Service Transition Processes; Delivering the Service; The Major Service Operation Processes; The Other Service Operation Processes, Understanding Continual Service Improvement.	06
Information Systems Auditor	**Online 80**
Domain 1 — Information System Auditing Process	16
Domain 2 – Governance & Management of IT	16
Domain 3 – Information Systems Acquisition, Development, & Implementation	16
Domain 4 – Information Systems Operations and Business Resilience	16
Domain 5 – Protection of Information Assets	16

Tuition & Fees

Registration	$100.00
Tuition	$8195.00
Books & Supplies	$500.00
Certification exams ITIL Foundation, COBIT 5 CISA	$1200.00
Total	**$9995.00**

Required Textbooks:
ITIL Foundation, ITIL (ITIL 4 Foundation) Paperback – February 4, 2020
COBIT 2019 Foundation-Reference and Study Guide Paper – by ISACA
CISA Online Review Course by ISACA

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Desktop Support Technician Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher) **or**
3. Submit evidence of 6 months' work experience in Information Technology Field – submit a resume with references.

Objective: To Prepare participants for the Microsoft 365, Azure & Microsoft Modern Desktop exams

Completion Time: 140 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC AZE – Microsoft Azure Fundamentals	**Clock Hours 30**	**CMC 365 – Microsoft 365 Fundamentals**	**Clock Hours 30**
Describe Cloud Concepts	04	Network Architecture	06
Describe Core Azure Services	04	Network Operations	06
Describe core solutions and management tools on Azure	05	Network Security	06
Describe general security and network security features	05	Troubleshooting	06
Describe identity, governance, privacy, and compliance features (20- 25%)	06	Industry Standards, practices & theory	06
Describe Azure cost management and Service Level Agreements	06		
CMC MSW – Windows Technologies - 80			
Deploy and update operating systems	10	Deploy Windows	10
Manage policies and profiles	10	Manage devices and data	10
Manage and protect devices	10	Configure connectivity	10
Manage apps and data	10	Maintain Windows	10

Tuition & Fees

Registration	$100.00
Tuition	$7395.00
Books & Supplies	$600.00
Certification exams	$300.00
Total	**$8395.00**

Textbooks

Microsoft Azure Fundamentals 2nd Edition by Jim Cheshire (Author)
Microsoft 365 Fundamentals 1st Edition by Craig Zacker (Author)
Windows 10 1st Edition by Andrew Bettany (Author), Andrew Warren (Author)
Managing Modern Desktops 1st Edition by Andrew Bettany (Author), Andrew Warren (Author)

IT Project Management Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Provide documentation of 2 years of verifiable experience in Information Technology Field
3. Submit a resume with references.

Objective: To Prepare participants for the Project Management Professional Certification Exams

Completion Time: 136 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC IT101 - IT Service Management	**Live Online Hybrid 24**	**CMC CSF -NIST Cybersecurity Foundation**	**Live Online Hybrid 24**
Understand the key concepts of service management	04	Framework Components	04
Understand how the ITIL guiding principles can help an organization adopt and adapt Service management	04	Framework Core	04
Understand the four dimensions of service management	04	Framework Implementation Tiers	04
Understand the purpose and components of the ITIL service value system:	04	Framework Profiles	04
Understand the activities of the service value chain, and how they interconnect	04	Supporting Risk Management with the Framework	04
Know the purpose and key terms of 15 ITIL practices: Understand 7 ITIL practices:	04	The five Functions: Identify, Protect, Detect Respond, Recover	04
CMC PSM - Agile Scrum Master	**24**	**CMC CBT – IT Enterprise Governance**	**24**
Scrum theory and principles	04	The Key Features of COBIT	04
The Scrum Framework	04	The COBIT Principles	04
The Definition of Done	04	The COBIT Enablers	04
Running a Scrum project	03	Introduction to COBIT Implementation	04
Working with people and teams	03	Process Capability Assessment Model	04
Scrum in your organization	03	Exam Review	04
The role of the Scrum Master	03		
CMC PMI - Project management training (Project Management ready/CAPM/PMP)			**40**
Domain I: People - Manage conflict, Lead a team, Support team performance, Empower team members and stakeholders, Ensure team members/stakeholders are adequately trained, Build a team, Address and remove impediments, obstacles, and blockers for the team, Negotiate project agreements, Collaborate with stakeholders, Build shared understanding,			15
Domain II: Process - Execute project with the urgency required to deliver business value, Manage communications, Assess and manage risks, Engage stakeholders, Plan and manage budget and resources, Plan and manage schedule, Plan and manage quality of products/deliverables, Plan and manage scope,			18
Domain III: Business Environment - Plan and manage project compliance, Evaluate and deliver project benefits and value, Evaluate and address external business environment changes for impact on Scope, Support organizational change			07

Tuition & Fees

Registration	$100.00
Tuition	$8595.00
Books & Supplies	$600.00
Certification exams	$1500.00
Total	**$10795.00**

ITIL Foundation, ITIL 4 Edition by AXELOS (Author)
A Guide to Passing the Professional Scrum Master
David Rowlands, Mark Price, John Maxey
NIST CSF Digital Courseware
COBIT Foundation-Reference and Study Guide Paperback
PMI Authorized PMP digital courseware & printed PMP student manual or Project Management Ready

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CMC- TWC revision – May 2023

Network Support Technician Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Submit evidence of 6 months' work experience in Information Technology Field – submit a resume with references

Objective: To Prepare participants for the Cisco & CompTIA Support certification exams

Completion Time: 144 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC IT101- IT Service Management	**Live Online Hybrid Clock Hours 24**	**CMS 2101 – Security Fundamentals**	**Live Online Hybrid Clock Hours 40**
The ITIL Service Management System	04	Attacks, Threats and Vulnerabilities	08
The Service Value Chain	04	Architecture and Design	08
Continual Improvement best practices	04	Implementation	08
Key Guiding Principles	04	Operations and Incident Response	08
Governance Requirements	04	Governance, Risk and Compliance	08
Key ITIL Practices	04		
CMC CCNA – Network Technologies – 80 Live Online Hybrid Clock Hours			
General Networking Concepts	08	Industry Equipment & Hardware	08
Networking IOS Operation	08	Service-related knowledge	08
Network Fundamentals	08	Network Access	08
IP Connectivity	08	IP services	08
Security Fundamentals	08	Automation & programmability	08

Tuition & Fees

Tuition & Fees	$9995.00
Books & Supplies	$600.00
Total	**$10595.00**

Textbooks

CompTIA Security+: Get Certified Get Ahead Study Guide, by Darril Gibson
ITIL Foundation, ITIL 4th Edition
CCNA Official Cert Guide, Volume 2 1st Edition by Wendell Odom (Author)

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Cybersecurity Incident Handler Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Submit evidence of 12 months' work experience in Information Technology Field – submit a resume with references

Objective: To Prepare participants for the Cisco, CompTIA & CFR certification exams

Completion Time: 120 Clock Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMS 2101 – Security Fundamentals	**Live Online Hybrid Clock Hours 40**
Attacks, Threats and Vulnerabilities	08
Architecture and Design	08
Implementation	08
Operations and Incident Response	08
Governance, Risk and Compliance	08
CIS CBROPS - Cybersecurity Fundamentals	**Live Online Hybrid Clock Hours 40**
Security concepts	08
Security monitoring	10
Host-based analysis	06
Network intrusion analysis	08
Security policies and procedures	08
CMC CFR- Cybersecurity First Responder	**Live Online Hybrid Clock Hours 40**
Threats and Attacks	08
Data Collection and Analysis	08
Incident Response Methods, Tools, and Techniques	08
The Incident Response Process	08
Vulnerability Assessment	08

Tuition & Fees

Registration	$100.00
Tuition	$8995.00
Books & Supplies	$500.00
Total	**$9595.00**

Textbooks

CompTIA Security+ Study Guide:	Mike Chapple and David Seidl	Jan 27, 2021
Cisco CyberOps Associate CBROPS	Omar Santos	Dec 20, 2020
CFR Courseware Bundle	Logical Operations	June 15, 2021

Computer Hacking Forensics Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Hold a current certification– CompTIA Network+, Security+ or any Cisco or Microsoft MCSA
3. Submit evidence of 12 months' work experience in Information Technology Field – submit a resume with references

Objective: To prepare participants for Penetration Testing & Investigation certification exams
Completion Time: 80 hours

Main Skills to be learned & Time Spent on Each Main Topic

Network Penetration Testing	**Live Online / Hybrid Clock hours**
Planning and Scoping: Explain the importance of planning for an engagement	08
Information Gathering and Vulnerability Identification: Conduct information gathering using appropriate techniques and perform and analyze a vulnerability scan	10
Attacks and Exploits: Compare and contrast social engineering attacks	06
Penetration Testing Tools: Use NMAP to conduct information gathering exercises	10
Reporting and Communication: Recommend mitigation strategies for discovered vulnerabilities	06
Total	**40**
Cybersecurity Analyst	
Leverage intelligence and threat detection techniques	08
Analyze and interpret data	08
Identify and address vulnerabilities	08
Suggest preventative measures	08
Effectively respond to and recover from incidents	08
Total	**40**

Tuition & Fees

Registration	$100.00
Tuition	$7295.00
Books & Supplies (iLabs)	$500.00
Certification exams	$600.00
Total	**$8495.00**

Textbooks

CompTIA PenTest+ Study Guide:	David Seidl and Mike Chapple	Nov 2, 2021
CompTIA CySA+ Certification Kit	David Seidl and Mike Chapple	Oct 1, 2020

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CMC- TWC revision – May 2023

Supply Chain Management Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Submit documentation of Certiport IC3 fast Track Digital Literacy Assessment Test (40% or higher) **or**
3. Submit evidence of 6 months' work experience in Information Technology Field, Supply Chain Logistics Field – submit a resume with references

Objective: To prepare participants for ITIL, Six Sigma Green Belt, and Supply Chain Management certification exams

Completion Time: 128 Clock hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC IT101 – IT Service Management	**Live Online Hybrid Clock Hours 24**	**CMC LSS – Lean Six Sigma Process Improvement**	**Live Online Hybrid Clock Hours 24**
Service Management as a Practice	04	Introduction Phase	04
Service Level Management	04	Define Phase	04
Service Strategy Processes	04	Measure Phase	04
Delivering the Service	04	Analyze Phase	04
The Major Service Operation Processes	04	Improve Phase	04
Aligning IT with Business Requirements	04	Control Phase	04
CMC SCM – Supply Chain Management Foundation - 80			
Supply Chain Management Principles- Demand Planning, Supply Management & Procurement, Warehousing Operations, Inventory Management, Manufacturing & Service Operations, Customer Service Operations, Transportation Operations	20	Transportation Operations - Business and Economy, Transportation Modes, Transportation Economics, Transportation Service Markets, Transportation Technology, Transportation Regulations, Transportation and Global Supply Chains, Risk Management	20
Warehousing Operation- Warehousing Design and Functionality, The Receiving Function, Stocking and Restocking, Picking, Packing, and Packaging, Inventory in the Warehouse, Working Environment and Jobs.	20	Supply Management and Procurement- Strategic Sourcing, Supplier Identification and Evaluation, Supplier Negotiations and Contracting, Procurement Execution, Applications of Law and Ethics	20

Tuition & Fees

Registration	$ 100.00
Tuition	$6100.00
Books & Supplies	$1500.00
Certification exams	$300.00
Total	**$8000.00**

Textbooks

ITIL Foundation Exam Study Guide 1st Edition
Lean Six Sigma for Beginners: A Quick-start Beginner's Guide to Lean Six Sigma Jun 24, 2015
Supply Chain Management Principles Student Guide
Supply Management and Procurement Student Guide
Warehousing Operations Student Guide
Transportation Operations Student Guide

Network Support Technician – Entry

Admission Requirements: Individuals applying for this seminar are required to have at least 6 months of verifiable work experience in Computer Networking in a business environment

Objective: To Prepare participants for the CISCO CCT and Microsoft certification exams

Completion Time: 140 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMN 2102 - Introduction to Networking	**Live Online Hybrid Clock Hours 80**
Network Architecture	16
Network Operations	16
Network Security	16
Troubleshooting	16
Industry Standards, Practices & Theory	16
CMC AZE – Microsoft Azure Fundamentals	**30**
Describe Cloud Concepts, Describe Core Azure Services, Describe core solutions and management tools on Azure,	10
Describe general security and network security features, Describe identity, governance, privacy, and compliance features,	10
Describe Azure cost management and Service Level Agreements	10
CMC 365 – Microsoft 365 Fundamentals	**30**
Describe the different types of cloud services available Describe the benefits of and considerations for using a cloud service instead of on-premises services	10
Identify core Microsoft 365 capabilities Describe options for deploying and supporting Windows and Office, Describe analytics capabilities in Microsoft 365	10
Describe Microsoft 365 collaboration solutions Explain Security, Compliance, Privacy, and Trust in Microsoft 365 Describe Microsoft 365 Pricing and Support	10

Tuition & Fees

Registration	$100.00
Tuition	$4605.00
Books & Supplies	$400.00
Certification exams	$390.00
Total	**$5495.00**

Textbooks

Microsoft Azure Fundamentals 2nd Edition by Jim Cheshire (Author)
Microsoft 365 Fundamentals 1st Edition by Craig Zacker (Author)

Computer User Support Specialist – Level I

Admission Requirements: Individuals applying for this seminar are required to have at least 6 months of verifiable work experience in Microsoft Windows 7, 8 or 10

Objective: To Prepare participants for the CompTIA IT Fundamentals, A+, Cisco CCT certification exams

Completion Time: 160 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC CUS1 – Computer User Support Part 1	**Live Online Hybrid Clock Hours 80**
Mobile Devices - install and configure laptop hardware and components, use methods to perform mobile device synchronization	16
Networking - Compare and contrast common networking hardware devices, install and configure a basic wired/wireless SOHO network	12
Hardware - Explain basic cable types, features, and their purposes, Given a scenario, select, install and configure storage devices	12
Virtualization and Cloud Computing - Compare and contrast cloud computing concepts	12
Hardware and Network Troubleshooting - troubleshoot problems related to motherboards, RAM, CPUs, and power	28
CMC CUS2 – Computer User Support Part 2	**80**
Operating Systems - Compare and contrast common operating system types and their purposes, Compare and contrast features of Microsoft Windows versions	20
Security - Summarize the importance of physical security measures, Explain logical security concepts	20
Software Troubleshooting - troubleshoot Microsoft Windows OS problems troubleshoot and resolve PC security issues	20
Operational Procedures - troubleshoot common wired and wireless network problems.	20

Tuition & Fees

Registration	$100.00
Tuition	$6695.00
Books & Supplies	$300.00
Certification exams	$900.00
Total	**$7995.00**

Textbooks

CompTIA A+ Certification Passport, Seventh Edition Mike Meyers, Mark Soper

Computer User Support Specialist – Level II

Admission Requirements: Individuals applying for this seminar are required to have at least 6 months of verifiable work experience in Computer Networking in a business environment

Objective: To Prepare participants for CompTIA Security+ & Cisco CCNA

Completion Time: 120 Hours

Main Skills to be learned & Time Spent on Each Main Topic

CMC CCNA – Network Technologies	**Live Online Hybrid Clock Hours 80**
Network Fundamentals	12
Network Access	12
IP Connectivity	16
IP Services	16
Security Fundamentals	16
Automation and Programmability	08
CMS 2101 – Security Fundamentals	**40**
Threats, Attacks and Vulnerabilities	08
Technologies and Tools	07
Architecture and Design	08
Identity and Access Management	06
Risk Management.	06
Cryptography and PKI	05

Tuition & Fees

Registration	$100.00
Tuition	$6695.00
Books & Supplies	$400.00
Certification exams	$800.00
Total	**$7995.00**

Textbooks

Cisco CCNA Official Cert Guide Library 1st Edition by Wendell Odom
CompTIA Security+ Study Guide: 8th Edition Mike Chapple, David Seidl

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Business Manager Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in person or phone)
2. Provide documentation of 6 month of verifiable experience in a Business environment
3. Submit a resume with references

Objective: To Prepare participants for the Project Management Professional Certification Exam

Completion Time: 96 Clock Hours

CMC IT101 – IT Service Management	**Live online Clock Hours 24**	**CMC PMI – Project Management Training**	**Live Online Clock Hours 40**
Service Management as a Practice	04	Domain I People	10
Service Level Management	04	Domain II Process	20
Service Strategy Processes	04	Domain III Business Environment	10
Delivering the Service	04		
The Major Service Operation Processes	04		
Aligning IT with Business Requirements	04		
CMC ABA – Agile Scrum Product Owner /Business Analyst – Live Online clock hours 32			
Scrum theory and principles	04	The Scrum Framework	04
The Definition of Done	04	Running a Scrum project	03
Working with people and teams	03	Scrum in your organization	03
The role of the Scrum Master	03	Agile Product Management	02
Value-Driven Development	02	Product Backlog Management	02
Release Management	02		

Tuition & Fees

Registration	$100.00
Tuition	$6395.00
Books & Supplies	$400.00
Certification exams	$600.00
Total	**$7495.00**

Textbooks

ITIL Foundation, ITIL 4 Edition (ITIL 4 Foundation) by AXELOS (Author)

The Professional Product Owner: Leveraging Scrum as a Competitive Advantage

PMI Authorized PMP digital courseware & printed PMP student manual **or** Project Management Ready Manual

PMP Practice exam

Digital PMBOK Guide

Digital Agile Project Management (APM) Guide

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Business Administration Assistant Training

Admission Requirements: Individuals applying for this seminar are required to:

1. Interview with an approved school admissions counselor (in-person or phone)
2. High school diploma or GED.

Objective: - To prepare participants for CSB and Microsoft certifications.
Completion Time: 160 clock hours
Main Skills to be learned & Time Spent on Each Main Topic

Business Communications	**Online / Hybrid Clock hours**	**Microsoft Excel**	**Online/ Hybrid Clock hours**
Describe basic Communication Principles	06	Manage Worksheets and Workbooks	08
Plan effective communication	06	Manage Data Cells and Ranges	08
Apply best practices for cresting business deliverables	07	Manage Tables and Table Data	08
Deliver your message	05	Perform Operations by using Formulas and Functions	10
Receive communications	08	Manage Charts	06
Analyze communication scenarios	08		
Microsoft Word		**QuickBooks Online**	
Manage Documents	06	Accounting Basics	10
Insert and Format Text, Paragraphs, and Sections	05	Accounting for Assets and Sales Transactions	10
Manage Tables and Lists	05	Accounting for Liabilities, Equity, and Purchase Transactions	10
Create and Manage References	08	Reconciliation and Financial Statements	10
Insert and Format Graphic elements	07		
Manage Document Collaboration	09		

Tuition & Fees

Registration	$ 100.00
Tuition	$7195.00
Books & Supplies	$ 700.00
Total	**$7995.00**

Required Textbooks:

Communication Skills for Business Workbook		
MOS Study Guide for Microsoft Word	by Joan Lambert	May 26, 2020
MOS Study Guide for Microsoft Excel	by Joan Lambert	Mar 30, 2020
QuickBooks Online Study Guide		

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CMC- TWC revision – May 2023

Database & Business Analyst Program

Program Description – Database & Business Analyst Program is comprehensive course designed to teach students the skills necessary to use Power BI to perform data analysis, become proficient in connecting to data sources and performing data transformations, modeling and visualizing data by using Microsoft Power BI Desktop, and configuring dashboards by using the Power BI service. Students will gain knowledge in implementing direct connectivity to Microsoft SQL Azure and SQL Server Analysis Services (SSAS) and implementing data analysis in Microsoft Excel. Graduates may find employment as BI professionals, data analysts; Other employment opportunities may include:

- **Business Intelligence Analysts:** gather business data through a number of ways, from mining a company's computer data through software to looking at competitor data and industry trends to help develop a picture of where the company stands in the industry, and seeing where they can improve and where they can reduce costs
- **Database Analysts:** organize and make sense of collections of information in order to create functional database systems. They evaluate, design, review, and implement databases. They are also hired to maintain and update existing databases to better serve the needs of businesses

Admission Requirements:

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certiport Microsoft MTA Networking Test (70% or higher) **or**
3. Submit evidence of 12 months' work experience in Information Technology Field – submit a resume with references

Program Outline

Subject Number	Subject Title	Live online Lecture	In person Lab/ Test	Total
CMC APO	Product Owner	36	04	40
CMC ADF	Azure Data Fundamentals	52	08	60
CMC EXL	Business Intelligence Tools	52	08	60
	Total Hours	140	20	160

Subject Description

CMC APO – Product owner: Students will learn agile product owner responsibilities for creating value by prioritizing product features based on stakeholders' needs and conveying that vision to the scrum team. The agile product owner does this in part through the product backlog, which is a prioritized features list for the product based on some determination of stakeholder value. Upon completion of this course, students should be proficient in determining high-value feature requirements that form the basis for key performance products or business indicators.

CMC ADF – Azure Data Fundamentals: Students will gain knowledge of core data concepts and how they are implemented using Azure data services. In addition, the students will learn the concepts of relational and non-relational data, and different types of data workloads such as transactional or analytical.

CMC EXL – Business Intelligence Tools: Students will learn how to use Microsoft Excel to perform data analysis. Student will be able to consume, transform, model, and visualize data in Excel. Students will learn how to configure and manipulate data in PowerPivot, PivotTables, and PivotCharts.

Tuition & Fees

Registration	$100.00
Tuition, Books & Supplies	$11895.00
Total	**$11995.00**

Cybersecurity Specialist Program

Program Description – Graduates of this program will be able to monitor, detect, investigate, analyze and respond to Cybersecurity events thus protecting systems from cybersecurity risks, threats, and vulnerabilities. Graduates will know how to respond to cybersecurity anomalies and execute preventive measures. Graduates may find entry level employment as Cybersecurity analyst, IT Security Specialist at Security Operations Centers (SOC).

Admission Requirements:

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certiport Microsoft MTA Networking Test (70% or higher) **or**
3. Submit evidence of 6 months' work experience in Information Technology Field – submit a resume with references

Program Outline

Subject Number	Subject Title	Live Online Lecture clock hours	In-person Lab/Test clock hours	Total clock hours	Duration
CMS 2101	Security Fundamentals	36	04	40	4 weeks
CMC IT101	IT Service Management	20	04	24	2 weeks
CMC CBT5	IT Governance	20	04	24	2 weeks
CMC CSF	Cybersecurity Fundamentals (NIST)	26	04	30	4 weeks
CIS CBROPS	Cybersecurity Operations	46	04	50	4 weeks
	Total Hours	148	20	168	16 weeks

Subject Description

CMS 2101 – Security Fundamentals: Students will learn gain a baseline knowledge in the world of IT security. This course takes the student from basic concepts right into real-world implementations, cementing new knowledge by giving the opportunity to immediately see it in action and practice. The students will learn security basics like the three "A's" of security (authentication, authorization, and accounting), and learn how the Windows operating system secures files, websites, users, and mail servers.

CMC IT101 – IT Service Management: Students will learn foundational knowledge of IT service management, and how the IT Infrastructure Library (ITIL®) can help establish a framework for an organization to successfully deliver IT services to customers efficiently and effectively. Students will explore the basics of IT service management and delve into how people are vitally important to the ITIL® framework.

CMC CBT5 – IT Governance: The students will learn how COBIT 5 framework enables information and related technology to be governed and managed in a holistic manner for the whole enterprise, taking in the full end-to-end business and functional areas of responsibility while considering the IT-related interests of internal and external stakeholders.

CMC CSF – NIST Cybersecurity Foundation: The students will gain knowledge & skills implement NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cyber-security activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors. (prerequisite – none)

CIS CBROPS – Cybersecurity Operations: This course prepares students to begin a career within a Security Operations Center (SOC), working with Cybersecurity Analysts at the associate level. This course provides the knowledge and skills needed to successfully handle the tasks, duties, and responsibilities of an associate-level Security Analyst working in a SOC.

Tuition & Fees

Registration	$100.00
Tuition	$10995.00
Books & Supplies	$800.00
Total	**$11895.00**

Cybersecurity Administrator Program

Program Description – Cybersecurity Administrator program designed to teach students the skills and abilities for providing managerial aspects of cybersecurity to an organization. Graduates of this program will be able to engineer, design, and implement security policies that govern technical and personnel infrastructure of an organization. Graduates may find employment as an Information Security officer, Cybersecurity Administrator, or Information Security Analyst.
Other employment opportunities may include:

- **Incident Responder:** (Intrusion Analyst) is a cyber firefighter, rapidly addressing security incidents and threats within an organization.
- **Security Administrator:** Defend systems against unauthorized access, modification and/or destruction, monitor network traffic for unusual activity.
- **Security Analyst:** detects and prevents cyber threats to an organization. Plan, implement, and upgrade security measures and controls.
- **Security Architect:** designs, builds and oversees the implementation of network and computer security for an organization.
- **Security Auditor:** probes the safety and effectiveness of computer systems and their related security components.
- **Security Consultant:** advisor, guide and all-round security guru, determines the most effective way to protect computers, networks, software, data and information systems against any possible attacks.
- **Information Security Manager:** manage an organization's IT security in every sense of the word – from devising imaginative security solutions to implementing policies and training procedures.
- **Security Specialist:** analyze and establish security requirements for your systems/networks.
- **Vulnerability Assessor:** scans applications and systems to identify vulnerabilities.

Admission Requirements:
1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certiport Microsoft MTA Security Test (70% or higher) **or**
3. Submit evidence of minimum 5 years work experience in Information Technology Field – submit a resume with references

Program Outline

Subject Number	Subject Title	Live Online Lecture clock hours	In-person Lab/Test clock hours	Total	Duration
CMC CFR	Cybersecurity First Responder	46	04	50	5 weeks
CMC PEN	Network Penetration Testing	46	04	50	5 weeks
CMC ISC2	Information Security Professional	46	04	50	6 weeks
	Total Clock Hours	138	12	150	16 weeks

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CMC- TWC revision – May 2023

Subject Description

CMC CFR – Cybersecurity First Responder: The students will learn the knowledge, skills, and abilities required to effectively identify, respond to, protect against, and remediate malicious activities involving computing systems. Additionally, the candidate has the foundational knowledge to deal with a changing threat landscape and will be able to assess risk and vulnerabilities, acquire data, perform analysis, continuously communicate, determine scope, recommend remediation actions, and accurately report results.

CMC PEN – Network Penetration Testing: The students will learn the skills, knowledge and abilities in most up-to-date penetration testing, and vulnerability assessment and management skills necessary to determine the resiliency of the network against attacks. Students will gain the intermediate skills required to customize assessment frameworks to effectively collaborate on and report findings.

CMC ISC2 – Information Security Professional: The students will learn how to become an information assurance professional who defines all aspects of IT security, including architecture, design, management, and controls. The students will learn how to manage day to day operations of cybersecurity for an organization by designing effective policies and implementing industry best practices. (prerequisites: CMS 2101 – Security Fundamentals or CompTIA Security +CE certification)

Tuition & Fees

Registration	$100.00
Tuition, Books & Supplies	$11895.00
Total	**$11995.00**

Network Administrator Program

Program Description – Network Administrator Program is a comprehensive course designed to teach students network design, configuration, management, and troubleshoot network failures. Graduates of this program will be able to support business enterprise networks. Graduates may find employment in network data centers and government and military network operation support centers.

Admission Requirements:
1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit documentation of Certiport Microsoft MTA Networking Test (40% or higher) **or**
3. Submit evidence of 12 months' work experience – submit a resume with references

Program Outline

Subject Number	Subject Title	Live online Lecture clock hours	In-person Lab/Test clock hours	Total clock hours	Duration
CMC CCT	Network Technologies	72	08	80	6 weeks
CMC AZE	Microsoft Azure Fundamentals	26	04	30	2 weeks
CMC 365	Microsoft 365 Fundamentals	26	04	30	2 weeks
CMS 2101	Security Fundamentals	72	08	80	6 weeks
	Total Clock Hours	196	24	220	16 weeks

Subject Description

CMC CCT – Network Technologies: Students will learn to work as network administrators with training in critical network equipment such as routers, switches, and firewalls. Students will learn to configure, manage, troubleshoot network devices, implement security policies, and provide enterprise-wide support to business-critical networks.

CMC AZE – Azure Fundamentals: Students will learn fundamentals of cloud services and how those services are provided with Microsoft Azure, industry cloud concepts, Azure services, Azure workloads, security and privacy in Azure, as well as Azure pricing and support. Students should be familiar with the general technology concepts, including concepts of networking, storage, compute, application support, and application development.

CMC 365 – Microsoft 365 Fundamentals: Students will learn the considerations and benefits of adopting cloud services and the Software as a Service (SaaS) cloud model, with a specific focus on Microsoft 365 cloud service offerings. Students will perform an in-depth review of Microsoft 365, including a comparison of Microsoft on-premises services versus Microsoft 365 cloud services, a review of enterprise mobility in Microsoft 365, and an analysis of how Microsoft 365 services provide collaboration.

CMS 2101 – Security Fundamentals: Students will learn gain a baseline knowledge in the world of IT security. This course takes the student from basic concepts right into real-world implementations, cementing new knowledge by giving the opportunity to immediately see it in action and practice. The students will learn security basics like the three "A's" of security (authentication, authorization, and accounting), and learn how the Windows operating system secures files, websites, users, and mail servers.

Tuition & Fees

Registration	$100.00
Tuition	$10395.00
Books & Supplies	$1500.00
Total	**$11995.00**

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

Business Operations Management Program

Program Description – Business Operations Management program is a comprehensive course designed to teach students industry recognized project management processes and methodologies. Graduates of this program will be able to manage projects by communicating with stake holders; planning, monitoring, and appraising initiating, coordinating, and enforcing systems, policies, and procedures.

Project managers are always in demand. No matter what the industry, there will be a need for qualified professionals to plan and provision the work. As such, completing the Business & Operations Management Program provides the following employment opportunities:

- **Assistant Project Manager or Project Coordinator/Expediter:** This is an entry-level position in which you would work side-by-side with experienced project managers to help accomplish tasks and learn the ropes of project management.
- **Associate Project Manager:** This is another entry-level position in which you would work with other project managers to oversee a project.
- **Business Project Manager:** This is typically a corporate position that may work with clients, work within company infrastructure, or consult with other business projects.
- **Construction Project Manager:** Project management within the construction industry involves supervision of construction projects. Examples of tasks may include supervising the building of residential homes, commercial properties, or other building projects.
- **Information Technology (IT) Project Manager:** In this position you would work with computers, servers, and entire networks, including building and maintaining computer systems.
- **Software Project Manager:** This position is similar to an IT project manager, but it deals specifically with updating software. In this position you would need to oversee the development and improvement of existing and new software.
- **Product Manager:** Within this position you would focus on a specific product, its manufacturing, promotion, and pricing.
- **Project Coordinator:** This is another entry-level position that focuses on doing lighter tasks, such as planning and organization, that assist the main project managers.
- **Senior Project Manager:** This is the highest position that you can obtain as a project manager. It takes about ten years of experience as a project manager to become a senior project manager.

Admission Requirements:

1. High school diploma or GED certification. Interview with an approved school admissions counselor
2. Submit evidence of 12 months work experience – submit a resume with references

Program Outline

Subject Number	Subject Title	Live Online Lecture clock hours	In-person Lab/ Test clock hours	Total clock hours	Duration
CMC IT101	IT Service Management	20	04	24	2 weeks
CMC CBT	IT Enterprise Governance	20	04	24	2 weeks
CMC PSM	Agile Scrum Project Development	20	04	24	2 weeks
CMC LSS	Lean Six Sigma Process Improvement	20	04	24	2weeks
CMC CSF	NIST Cybersecurity Foundation	20	04	24	2 weeks
CMC PMI	Project Management Foundation	35	05	40	6 weeks
	Total Clock Hours	135	25	160	16 weeks

Subject Description

CMC IT101 – IT Service Management: Students will gain knowledge & skills necessary to provide IT service management as defined by IT Infrastructure Library (ITIL®). Skills gained from this framework training can help an organization to successfully deliver IT services to customers efficiently and effectively. (prerequisite – none)

CMC CBT – IT Enterprise Governance: The students will gain knowledge and skills to implement COBIT 5 framework that enables information and related technology to be governed and managed in a holistic manner for the whole enterprise. Student will gain skills required to identify the full end-to-end business and functional areas of responsibility, considering the IT-related interests of internal and external stakeholders. (prerequisite – none)

CMC PSM – Agile Scrum Project Development: The students will gain knowledge & skills required to manage a project using an adaptive approach. Agile Scrum is often perceived as a methodology; but rather than viewing Scrum as a methodology, students will gain knowledge & skills to use Agile as a framework for managing a process. (prerequisites – none)

CMC LSS – Lean Six Sigma Process Improvement: The students will gain knowledge & skills to analyze existing business processes and apply the various aspects of the Define, Measure, Analyze, Improve and Control (DMAIC) methodology that enables companies to drastically improve their profitability via improved quality all while lowering process cost. (prerequisite – none)

CMC CSF –NIST Cybersecurity Foundation: The students will gain knowledge & skills implement NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cyber-security activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors. (prerequisite – none)

CMC PMI – Project Management Foundation: The students will learn how to initiate, plan, execute, monitor/control and close projects. This course classifies project management activities into five domains or process groups agreed upon by the Project Management Institute (PMI) and documented in the Guide to the Project Management Body of Knowledge (PMBOK).
(prerequisites – CSM PSM)

Tuition & Fees

Registration	$100.00
Tuition	$15595.00
Books & Supplies	$ 1300.00
Total	**$16995.00**

Logistics & Supply Chain Management Program

Program Description – Logistics and supply chain program is designed to teach students the skills and abilities to understand critical changes in the marketplace and in the evolving roles and responsibilities of operations and supply chain managers. Graduates of this program will be able to master key considerations for planning, inventory control, continued improvement, identification, and management of market segments. Graduates may find employment as import export managers, logistics & operations managers, and import-export coordinators. Other employment opportunities may include:

- **Purchasing Agent:** Purchases equipment, parts, or services needed for the operation of a manufacturing establishment. Prepares purchase orders, solicits bid proposals, and reviews requisitions for goods and services. Negotiates and administers contracts with suppliers, vendors, and other representatives.
- **Operations Manager:** Responsible for the overall operations of a public or private organization. Directs and coordinates activities dealing with the production, pricing, sales, or distribution of products. Reviews performance data to measure productivity and identify areas needing cost reduction or process improvement.
- **Logistics Analyst:** Analyzes supply chain processes to identify or recommend optimizations and improvements. Maintains databases that compile and organize logistics information. Provides ongoing analyses in areas such as transportation costs, parts procurement, back orders, or delivery processes.
- **Purchasing Manager:** Plans and directs the activities of buyers, purchasing officers, and others involved in purchasing materials, products, and services. Represents companies in negotiating contracts and formulating policies with various suppliers. Interviews and hires staff and oversees the training and development of existing employees.
- **Supply Chain Manager:** Directs and coordinates supply chain processes to limit costs and improve accuracy, customer service, and safety. Monitors forecasts and quotas to identify changes and determine their effect on supply chain activities. Develops procedures to help coordinate supply chain efforts with other departments, such as sales, marketing, finance, production, and quality assurance.
- **Logistician:** Analyzes and coordinates an organization's logistical functions. Develops and maintains positive relationships with a client's key personnel involved in logistics activity. Reviews logistics performance with customers, weighing against targets, benchmarks, and service agreements.
- **Logistics Manager:** Coordinates an organization purchasing warehousing, distribution, forecasting, customer service, and planning efforts. Manages the personnel and systems involved in daily logistics operations. Collaborates with other departments to integrate logistics with business systems or processes.
- **Storage and Distribution Manager:** Oversees a facility's storage or distribution operations or that of an organization that's engaged in storing or distributing materials or products. Interviews, selects, trains, and supervises warehouse personnel. Develops and implements warehouse safety and security activities and programs.

Admission Requirements:

1. High school diploma or GED with 2 years of work experience in warehouse operations, customer service, retail industry or related business**.** Interview with an approved school admissions counselor
2. Submit a resume with references

Program Outline

Subject Number	Subject Title	Live Online Lecture clock hour	In-person Lab/Test clock hours	Total clock hours	Duration
CMC IT101	IT Service Management	20	04	24	2 weeks
CMC CBT	IT Enterprise Governance	20	04	24	2 weeks
CMC LSS	Lean Six Sigma Process Improvement	20	04	24	2 weeks
CMC CSF	NIST Cybersecurity Foundation	20	04	24	2 weeks
CMC SCM	Supply Chain Management Foundation	50	10	60	8 weeks
	Total Hours clock hours	130	26	156	16 weeks

Subject Description

CMC IT101 – IT Service Management: Students will gain knowledge & skills necessary to provide IT service management as defined by IT Infrastructure Library (ITIL®). Skills gain from this framework training can help an organization to successfully deliver IT services to customers efficiently and effectively. (prerequisite – none)
CMC CBT – IT Enterprise Governance: The students will gain knowledge and skills to implement COBIT 5 framework that enables information and related technology to be governed and managed in a holistic manner for the whole enterprise. Student will gain skills required to identify the full end-to-end business and functional areas of responsibility, considering the IT-related interests of internal and external stakeholders. (prerequisite – none)
CMC LSS – Lean Six Sigma Process Improvement: The students will gain knowledge & skills to analyze existing business processes and apply the various aspects of the Define, Measure, Analyze, Improve and Control (DMAIC) methodology that enables companies to drastically improve their profitability via improved quality all while lowering process cost. (prerequisite – none)
CMC CSF – NIST Cybersecurity Foundation: The students will gain knowledge & skills implement NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cyber-security activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors. (prerequisite – none)
CMC SCM – Supply Chain Management Foundation: The students will learn skills required to conduct effective customer relationship management (CRM), Fundamentals of supplier relationship management (SRM), SCOR framework, supply chain dynamics and the balance of responsiveness and efficiency, and tools and techniques to support continuous improvement. (prerequisite – none)

Tuition & Fees

Registration	$100.00
Tuition	$9445.00
Books & Supplies	$2000.00
Total	**$11945.00**

Construction Management Program

Program Description – Construction Management program is designed to teach students the skills and abilities to oversee and lead a range of building projects from beginning to end. Graduates from this program will be able to plan and monitor schedules, monitor finances, and make certain that everybody is doing what they should, every day. Construction managers also help ensure that the workplace is free of safety hazards, and they deal with the various working relationships that exist on a job site. Other employment opportunities may include:

- **Construction Manager:** Negotiate labor & material scopes of work, specifications, pricing and other terms and conditions with contractors to obtain timely, high-quality, cost-effective construction services. Utilize automation and electronic data management tools to effectively communicate, share information and monitor project status. Develop & maintain project scheduling & status reports in electronic in order to track, document, and communicate project plans, schedules, and changes.

- **Preconstruction Manager:** Provide accurate quantity takeoffs and initial pricing, Independently estimate Interior, MEP, and Structure Scopes of work with minimal direction and understand applicable specifications sections including labor hours, crews, and installation sequencing. Organize and develop an estimate template using a wide variety of classification structures and a Bid Tabulation coding structure. Develop and maintain project related documents (estimates, drawings/models, other) in a consistent, organized structure. Perform bid day process accurately and reliably. Understand basic scheduling and lead times.

- **Construction Project Manager:** Manage financial performance of projects (gather costs, recommend budget, manage budget, analyze final performance. Document control activities: reviewing project drawings for changes, transmittals to contractors. Manage and store electronic project documents: contracts, change orders, invoices, insurance, reports, email communications, manuals, records, and as-built drawings, etc., and distribute documents to appropriate team members and stakeholders.

- **Civil Construction Project Manager:** Responsible for the management of the entire project, including scheduling, purchasing, quality, and safety. Ability to participate in preconstruction services, including estimating and value engineering. Supervisory responsibility for Project Engineer(s), Assistant Project Manager(s), and Construction Intern assigned to contract(s) and/or work orders. Collaborate with other Project Manager(s) to find alternative solutions. Collaborate with Superintendent(s) on subcontracts and self-perform scopes of work

Admission Requirements:

1. High school diploma or GED with 2 years of work experience in construction operations, field supervision in construction related business**.** Interview with an approved school admissions counselor
2. Submit a resume with references

Program Outline

Subject Number	Subject Title	Live Online Lecture clock hours	In-person Lab/Test Clock Hours		Duration
CMC LSS	Lean Six Sigma Process Improvement	30	06	36	2 weeks
CMC LEED	Green Construction	66	06	72	4 weeks
CMC BT	Construction Management Software	66	06	72	4 weeks
CMC PMR	Project Management Ready	36	04	40	2 weeks
	Total Hours clock hours	198	22	220	12 weeks

Subject Description

CMC LSS – Lean Six Sigma Process Improvement: The students will gain knowledge & skills to analyze existing business processes and apply the various aspects of the Define, Measure, Analyze, Improve and Control (DMAIC) methodology that enables companies to drastically improve their profitability via improved quality all while lowering process cost. (prerequisite – none)
CMC LEED – Green Construction: The students will gain knowledge & skills to Integrative Strategies green buildings and communities, Sustainable thinking at work, Location & Transportation, Sustainable Sites, Water Efficiency, Energy & Atmosphere, Green Materials & Resources, Indoor Environmental Quality and Project Surroundings and Public Outreach.
CMC BT – Construction Management Software: The students will gain knowledge and skills in project scheduling, project management, financial management, customer management and service management in a single suite. As a cloud-based platform, this system can be accessed online with a computer or mobile device. Students will pre-sale tools including a built-in customer relationship management (CRM) system, bid requests, project proposals, plus more. Project management tools include scheduling, budgeting, timesheets, and more. Customer management tools include change order and selection management, warranty requests, and payment processing. This system also integrates with other solutions such as QuickBooks, Xero, and various dedicated estimating and takeoff tools.
CMC PMR – Project Management Ready: The students will learn how to initiate, plan, execute, monitor/control and close projects. This course classifies project management activities into five domains or process groups agreed upon by the Project Management Institute (PMI) and documented in the Guide to the Project Management Body of Knowledge (PMBOK).

Tuition & Fees

Registration	$100.00
Tuition	$10395.00
Books & Supplies	$1500.00
Total	**$11995.00**

ComputerMinds.Com Selection Procedure

1. Sponsor will schedule an interview and evaluation session. All applicants who have met the minimum qualifications and have submitted the required documents will be notified of the date, time, place and/or method for the conduct of the interview.
2. Upon completing all interviews and analyzing the applicants' qualifications, the sponsor's selecting official will make a determination. Applicant(s) with the highest evaluation will be selected first. The selected applicant(s), depending on the number of vacancies offered by the advertised announcement, will be offered employment in order of evaluation and upon acceptance of employment will be placed in the apprenticeship program.
3. Selected applicants must respond to the offer of employment within 48 hours of notice of selection. If applicant(s) do not respond within the period specified, the sponsor will move past their name to the next applicant in the pool.
4. After all offers of employment have been extended and accepted by the selectee(s), as applicable, the remaining applicants in the pool of eligible participants will be notified of their non-selection under this vacancy announcement. The non-selection notice will also include instructions on how they can apply for any future openings.
5. The list containing qualified applicants from this pool of eligible participants will be active for 90 days and will be kept on file for a period of two (2) years.

Minimum Qualifications – 29 CFR § 29.5[b) (10)

An apprentice must be at least 18 years of age, except where a higher age is required by law, and must be employed to learn an apprentice-able occupation. Please include any additional qualifications requirements as appropriate:

☒There is an educational requirement of *High School Diploma or Equivalent General Education Diploma*

☒ There is a physical requirement *of Applicants will be physical capable of performing the essential functions of the apprenticeship program, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others.*

☒ Other *Candidates who served in the military must have been honorably discharged or discharged under honorable conditions and must provide a DD Form 214.*

WORK PROCESS SCHEDULE
OCCUPATIONAL TITLE: COMPUTER SUPPORT SPECIALIST
O*NET-SOC CODE: 15-1151.00 RAPIDS CODE: 1131HY

The term of the apprenticeship is one to one and a half years with an OJL attainment of **2260-2720** hours, supplemented by the minimum required 304 hours of related instruction.

Main Skills to be learned & Time Spent on Each Main Topic

CMC IT101 – IT Service Management	**Clock Hours 24**	**CMS 2101 – Security Fundamentals**	**Clock Hours 40**
The ITIL Service Management System	04	Attacks, Threats and Vulnerabilities	08
The Service Value Chain	04	Architecture and Design	08
Continual Improvement best practices	04	Implementation	08
Key Guiding Principles	04	Operations and Incident Response	08
Governance Requirements	04	Governance, Risk and Compliance	08
Key ITIL Practices	04		
CMC CCNA – Network Technologies – 80			
General Networking Concepts	08	Industry Equipment & Hardware	08
Networking IOS Operation	08	Service-related knowledge	08
Network Fundamentals	08	Network Access	08
IP Connectivity	08	IP services	08
Security Fundamentals	08	Automation & programmability	08
CMC MSW – Windows Technologies – 80		**CMC AZE /CMC 365 Fundamentals – 60**	
Modern Desktops Operating Systems	16	Azure Services, Workloads, Security & Privacy	16
Install & Deploy Operating Systems	16	Application Support & Development	16
Mobile Device Configurations	16	On-premises vs. Microsoft 365 cloud services	16
Device Security & Deploying Applications	16	Enterprise Mobility in Microsoft 365	16
Desktop & Server Environments	16	Analyze Services & provide collaboration	16
CMC CSF – NIST Cybersecurity Foundation – 20			
Identify Risk Factors, Cybersecurity Activities, Desired Outcomes			10
Identify relevant cybersecurity reference points common across critical infrastructure sectors			10

ON THE JOB LEARNING OBJECTIVES

On the job Learning Objectives	**Clock Hours**
JOB FUNCTION 1: Sets up and removes employee or client workstations or devices, including setting up access controls	**400-490**
JOB FUNCTION 2: Installs, provides user support for, or troubleshoots hardware and commercial software	**400-460**
JOB FUNCTION 3: Supports internal or external clients in the use of audio/visual technology and conference technology	**420-480**
JOB FUNCTION 4: Installs, maintains and troubleshoots networks	**400-480**
JOB FUNCTION 5: Makes minor software modifications to improve performance or customize to user needs	**240-290**
JOB FUNCTION 6: Assists in maintaining or updating web content and manages user access profiles and authorities	**200-250**
JOB FUNCTION 7: Monitors and helps maintain network security by adhering to security policies	**200-270**

Tuition & Fees

Registration	$100.00
Tuition	$17395.00
Books & Supplies	$2000.00
Certification exams	$1000.00
Total	**$20495.00**

Textbooks

CompTIA Security+ Study Guide: Exam SY0-601 8th Edition by Mike Chapple (Author), David Seidl (Author)

ITIL Foundation, ITIL 4th Edition

CCNA Official Cert Guide, Volume 2 1st Edition by Wendell Odom (Author)

Microsoft Azure Fundamentals 2nd Edition by Jim Cheshire (Author)

Microsoft 365 Fundamentals 1st Edition by Craig Zacker (Author)

Windows 10 1st Edition by Andrew Bettany (Author), Andrew Warren (Author)

Managing Modern Desktops 1st Edition by Andrew Bettany (Author), Andrew Warren (Author)

WORK PROCESS SCHEDULE
Occupation Title: Information Technology Project Manager
O*NET-SOC CODE: 11-3021.00 RAPIDS CODE: 1048CB

The term of the apprenticeship is 1 year competency-based with an OJL attainment of a minimum of 2150 hours, supplemented by the minimum required 160 hours of related instruction.

Main Skills to be learned & Time Spent on Each Main Topic

CMC IT101 – IT Service Management	**Clock Hours 24**	**CMC PSM – Agile Scrum Project Development**	**Clock Hour 24**
The ITIL Service Management System	04	Definition of Scrum, Scrum Theory, Scrum Values, The Scrum Team	06
The Service Value Chain	04	The Product Owner, The Development Team, The Scrum Master, Scrum Events	04
Continual Improvement best practices	04	The Sprint, Sprint Planning, Daily Scrum, Sprint Review	05
Key Guiding Principles	04	Sprint Retrospective, Scrum Artifacts, Product Backlog, Sprint Backlog	05
Governance Requirements	04	Increments, Artifact Transparency	02
Key ITIL Practices	04	Definition of "Done", End Note	02
CMC LSS – Lean Six Sigma Process Improvement – 24		**CMC CSF – NIST Cybersecurity Foundations – 24**	
Define Phase	06	Understanding Cyber Risks	06
Measure Phase	06	The NIST Cybersecurity Framework	06
Analyze Phase	04	Core, Functions, Categories & Subcategories	04
Improve Phase	04	Developing Framework Profiles	04
Control Phase	04	NCSF Controls Factory Model	04
CMC PMI – Project Management Foundation – 40			
Initiating a Project, Planning Project Work	07	Monitoring and Controlling Project Work	03
Developing Project Schedules, Cost Estimates, and Budgets	03	Monitoring and Controlling Project Schedules and Costs	03
Planning Project Quality, Staffing, and Communications	03	Monitoring and Controlling Project Quality, Staffing, and Communications	03
Analyzing Risks and Planning Risk Response Planning Project Procurement	06	Monitoring and Controlling Project Risk and Contracts	03
Executing Project Work	03	Closing the Project, PMP Exam Strategies	06
CMC CBT– IT Enterprise Governance – 24			
A Business Framework for the Governance and Management of Enterprise IT	04	Separating Governance from Management	04
Meeting Stakeholders Needs	02	Implementation Guidance	04
Covering the Enterprise End-to-end	02	The COBIT Process Capability Model	04
Applying a Single Integrated Framework	02		
Enabling A Holistic Approach	02		

Approved and regulated by the Texas Workforce Commission, career Schools and Colleges, Austin Texas.
CMC- TWC revision – May 2023

ON THE JOB LEARNING OBJECTIVES

On the job Learning Objectives	Clock Hours
JOB FUNCTION 1: INITIATING PROJECTS	**400**
JOB FUNCTION 2: PLANNING PROJECTS	**300**
JOB FUNCTION 3: EXECUTING PROJECTS	**300**
JOB FUNCTION 4: MONITORING AND CONTROLLING PROJECTS	**400**
JOB FUNCTION 5: CLOSING PROJECTS	**300**
JOB FUNCTION 6: Assists in maintaining or updating web content and manages user access profiles and authorities	**350**

Tuition & Fees

Registration	$100.00
Tuition	$14095.00
Books & Supplies	$1300.00
Certification exams	$1000.00
Total	**$16495.00**

Textbooks

ITIL Foundation, ITIL 4th Edition

COBIT Foundation-Reference and Study Guide, 2019

Lean Six Sigma: Beginner's Guide to Understanding and Practicing Lean Six Sigma Paperback – December 21, 2016

The Lean Six Sigma Pocket Toolbook: A Quick Reference Guide to 100 Tools for Improving Quality and Speed

PMI Authorized PMP digital courseware & printed PMP student manual **or** Project Management Ready Manual

PMP Practice exam

Digital PMBOK Guide

Digital Agile Project Management (APM) Guide

Agile Scrum Guide

WORK PROCESS SCHEDULE
Occupation Title: Cyber Security Support Technician
O*NET-SOC CODE: 151122.00 RAPIDS CODE: 2050CB

The term of the apprenticeship is 1 year competency-based with an OJL attainment of a minimum of 2200 hours, supplemented by the minimum required 168 hours of related instruction.

Main Skills to be learned & Time Spent on Each Main Topic

CMC IT101 – IT Service Management	**Clock Hours 24**	**CMC CBT – IT Enterprise Governance**	**Clock Hours 24**
The ITIL Service Management System	04	The Key Features of COBIT	04
The Service Value Chain	04	The COBIT Principles	04
Continual Improvement best practices	04	The COBIT Enablers	04
Key Guiding Principles	04	Introduction to COBIT Implementation	04
Governance Requirements	04	Process Capability Assessment Model	04
Key ITIL Practices	04	Exam Review	04
CMS 2101 – Security Fundamentals	**40**	**CMC CBROPS – Cybersecurity Operations**	**80**
Network Security Concepts	08	Network Concepts, Security Concepts	16
Compliance and Operational	08	Cryptography, Host-Based Analysis	16
Threats and Vulnerabilities	08	Security Monitoring, Attack Methods	12
Application, Data and Host Security	08	Endpoint Threat Analysis and Computer Forensics, Network Intrusion Analysis	12
Access Control and Identity Management	08	Data and Event Analysis	12
Cryptography	08	Incident Handling	12

ON THE JOB LEARNING OBJECTIVES

On the job Learning Objectives	**Clock Hours**
JOB FUNCTION 1: Technical Support Role –Addresses problems; installs, configures, troubleshoots, and provides maintenance and training in response to customer requirements or inquiries (e.g., tiered-level customer support). Typically provides initial incident information to the Incident Response (IR) Specialty.	**400**
JOB FUNCTION 2: Data Administration and Analyst Role - Develops and administers databases and/or data management systems that allow for the storage, query, protection, and utilization of data.	**300**
JOB FUNCTION 3: Knowledge Management Role- Manages and administers processes and tools that enable the organization to identify, document, and access intellectual capital and information content.	**300**
JOB FUNCTION 4: Network Services Role - Installs, configures, tests, operates, maintains, and manages networks and their firewalls, including hardware (e.g., hubs, bridges, switches, multiplexers, routers, cables, proxy servers, and protective distributor systems) and software that permit the sharing and transmission of all spectrum transmissions of information to support the security of information and information systems.	**400**
JOB FUNCTION 5: Systems Analysis Role- Studies an organization's current computer systems and procedures, and designs information systems solutions to help the organization operate more securely, efficiently, and effectively. Brings business and information technology (IT) together by understanding the needs and limitations of both.	**400**
JOB FUNCTION 6: Systems Administration Role - Installs, configures, troubleshoots, and maintains server configurations (hardware and software) to ensure their confidentiality, integrity, and availability. Manages accounts, firewalls, and patches. Responsible for access control, passwords, and account creation and administration.	**400**

Tuition & Fees

Registration	$100.00
Tuition	$14595.00
Books & Supplies	$800.00
Certification exams	$1000.00
Total	**$16495.00**

Textbooks

ITIL Foundation, ITIL 4th Edition
COBIT Foundation-Reference and Study Guide June 20, 2019
CompTIA Security+ Study Guide: Exam SY0-601 8th Edition by Mike Chapple (Author), David Seidl (Author)
CISCO CyberOps Associate Official Cert Guide, Omar Santos

Cybersecurity Analyst Program

Learning Methodology: Resident, Hybrid IDL or Full IDL
Program length - Clock Hours: 368
Enrollment Term: 24 weeks
Award Attainment: Certificate

Program Description – Graduates of this program will be able to monitor, detect, investigate, analyze, and respond to Cybersecurity events thus protecting systems from cybersecurity risks, threats, and vulnerabilities. Graduates will know how to respond to cybersecurity anomalies and execute preventive measures.

Graduates may find entry level employment as Cybersecurity analyst, IT Security Specialist at Security Operations Centers (SOC).

Admission Requirements:

1. High school diploma or GED certification. Interview with an approved school admissions counselor

Subject Description- Subject Description- Program courses can be taken in any order.

CYB 100 Network Support Technician – Entry: Lecture 100/Lab 40 – Total 140 clock hours
This course explores and studies multiple facets of IT networking. Build skills in various networking hardware and software, protocols, wireless networking and devices. Learn concepts needed to better understand various aspects of network functionality and troubleshooting.

CYB 105 CompTIA Security+ Training – Lecture 30/ Lab 10 – Total 40 clock hours
Students will learn to Assess the security posture of an enterprise environment and recommend and implement appropriate security solutions, Monitor and secure hybrid environments, including cloud, mobile, and IoT, Operate with an awareness of applicable laws and policies, including principles of governance, risk, and compliance. Students will learn to Identify, analyze, and
respond to security events and incidents.

LIN 100 Linux Training: Lecture 40 / Lab 20 – Total 60 clock hours
Students will gain an understanding of the Linux and open-source industry and knowledge of the most popular open source Applications, understand the major components of the Linux operating system, and have the technical proficiency to work on the Linux command line; and have a basic understanding of security and administration related topics such as user/group management, working on the command line, and permissions.

ITT 100 ITIL Foundations Training – Lecture 20 / lab 04 – Total 24 clock hours
This course provides students, practitioners, support staff and staff interfacing with the organization's digital and information systems functions with a practical understanding of the key concepts, common language, principles and practices that enables successful management of modern IT-enabled services**.**

ITG 100 CMC CBT5 – IT Governance: (Lecture 20 / Lab 04 – Total 24 clock hours)
The students will learn how COBIT framework enables information and related technology to be governed and managed in a holistic manner for the whole enterprise, taking in the full end-to-end business and functional areas of responsibility while considering the IT-related interests of internal and external stakeholders.

CYB 110 CMC CSF – NIST Cybersecurity Foundation: :(Lecture 26 / Lab 04 – Total 30 clock hours)
The students will gain knowledge & skills implementing NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cyber-security activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors.

CYB 115 CIS CBROPS – Cybersecurity Operations: (Lecture 46/ Lab 04- Total 50 clock hours)
This course prepares students to begin a career within a Security Operations Center (SOC), working with Cybersecurity Analysts at the associate level. This course provides the knowledge and skills needed to successfully handle the tasks, duties, and responsibilities of an associate-level Security Analyst working in a SOC.

Tuition & Fees

Registration	$100.00
Tuition & Fees	$16895.00
Total	**$16995.00**

Data & Business Analyst Program

Learning Methodology: Resident, Hybrid IDL or Full IDL
Program length - Clock Hours: 360
Enrollment Term: 24 weeks
Award Attainment: Certificate

Program Description – Data & Business Analyst Program is comprehensive course designed to teach students the skills necessary to use Power BI to perform data analysis, become proficient in connecting to data sources and performing data transformations, data modeling and visualizing data by using Microsoft Power BI Desktop, and configuring dashboards by using the Power BI service. Students will gain knowledge in implementing direct connectivity to Microsoft SQL Azure and SQL Server Analysis Services (SSAS) and implementing data analysis in Microsoft Excel.

Graduates may find employment as BI professional data analysts.

The coursework, hands on labs and practice exams included in this program prepare students for the following Industry Certification exams: Microsoft Azure Fundamentals, Azure Data Fundamentals, Linux Essentials, Microsoft Excel, Microsoft AI Fundamentals Power BI, Tableau Analyst. (Please note that the exam titles listed here are subject to change.).

Admission Requirements:
1. High school diploma or GED certification. Interview with an approved school admissions counselor

Subject Description- Program courses can be taken in any order.

LIN 100 Linux Training: Lecture 40 / Lab 20 – Total 60 clock hours
Students will gain an understanding of the Linux and open-source industry and knowledge of the most popular open source Applications, understand the major components of the Linux operating system, and have the technical proficiency to work on the Linux command line; and have a basic understanding of security and administration related topics such as user/group management, working on the command line, and permissions.

APO 100 CMC APO – Agile Product owner: lecture 36/ lab 04 – Total 40 clock Hours
Students will learn agile product owner responsibilities for creating value by prioritizing product features based on stakeholders' needs and conveying that vision to the scrum team. The agile product owner does this in part through the product backlog, which is a prioritized features list for the product based on some determination of stakeholder value. Upon completion of this course, students should be proficient in determining high-value feature requirements that form the basis for key performance products or business indicators.

ADF 100 CMC ADF – Azure Data Fundamentals: lecture 40/ lab 20– Total 60 clock Hours
Students will gain knowledge of core data concepts and how they are implemented using Azure data services. In addition, the students will learn the concepts of relational and non-relational data, and different types of data workloads such as transactional or analytical.

EXL 100 CMC EXL – Business Intelligence Tools: lecture 30/ lab 20 – Total 50 clock Hours
Students will learn how to use Microsoft Excel to perform data analysis. Students will be able to consume, transform, model, and visualize data in Excel. Students will learn how to configure and manipulate data in PowerPivot, PivotTables, and PivotCharts.

AIF 100 CMC- AIF - Artificial Intelligence Fundamentals: lecture 30/ lab 20 – Total 50 clock Hours
Students will acquire foundational knowledge of the core concepts related to artificial intelligence (AI) and the services in Microsoft Azure that can be used to create AI solutions, knowledge of common ML and AI workloads and how to implement them on Azure.

DAP 100 Power BI: Data Analysis Professional: lecture 30/ lab 20 – Total 50 clock Hours

Students will learn the various methods and best practices that are in line with business and technical requirements for modeling, visualizing, and analyzing data with Power BI. The course will show how to access and process data from a range of data sources including both relational and non-relational sources. Finally, this course will also discuss how to manage and deploy reports and dashboards for sharing and content distribution.

TDA 100 Tableau Data Analyst Training: lecture 30/ lab 20 – Total 50 clock Hours
Students will learn to Connect to and Transform Data, Explore and Analyze Data, Create Content, Publish and Manage Content on Tableau Server and Tableau Online.

Tuition & Fees

Registration	$100.00
Tuition, Books & Supplies	$16895.00
Total	**$16995.00**

Logistics & Supply Chain Analyst

Learning Methodology: Resident, Hybrid IDL or Full IDL
Program length - Clock Hours: 360
Enrollment Term: 24 weeks
Award Attainment: Certificate

Program Description – Logistics & Supply Chain Analyst program is designed to teach students the skills and abilities to the role of today's supply chain management professional has evolved dramatically over the past few decades. Where professionals used to be skilled in just one area, such as procurement or manufacturing, the modern supply chain professional is required to have multi-disciplinary expertise, demonstrable and quantifiable success, and preferably continuous study of the field in the areas of supply chain management, evaluation and planning.

The coursework, hands on labs and practice exams included in this program prepare students for the following Industry Certification exams: ITIL, Lean Six Sigma Green Belt, SCPro fundamentals certifications in Supply Chain & Logistics. (Please note that the exam titles listed here are subject to change.).

Graduates may find work as entry level logistics and/or supply chain analyst.

Admission Requirements:

1. High school diploma or GED & Interview with an approved school admissions counselor

Subject Description

ITS 100 CMC IT101 – IT Service Management: Students will gain knowledge & skills necessary to provide IT service management as defined by IT Infrastructure Library (ITIL®). Skills gained from this framework training can help an organization to successfully deliver IT services to customers efficiently and effectively.

LSS 100 CMC LSS – Lean Six Sigma Process Improvement: The students will gain knowledge & skills to analyze existing business processes and apply the various aspects of the Define, Measure, Analyze, Improve and Control (DMAIC) methodology that enables companies to drastically improve their profitability via improved quality all while lowering process cost. (prerequisite – none)

LSC 100 Supply Chain Management Principles- 32 contact hours (20 hours of lecture, 12 hours of Lab)
After you complete this course, students will have a broad appreciation for how each of the individual supply chain functions operate and how they are 'linked' in a chain to enable organizations to plan and execute product and service delivery to achieve customer satisfaction.

LCS 100 Customer Service Operations 30 contact hours (18 hours of lecture, 12 hours of Lab)
This course discusses the basics of customer service; sound communications; advice for dealing with challenging customers; the customer order and return processes (reverse logistics); jobs in customer service; and legal concerns.

LDP 100 Demand Planning -40 contact hours (24 hours of lecture, 16 hours of Lab)
The demand course uses the forecast to develop a plan that ensures inventory levels are appropriate to meet the predicted demands. The demand plan is used to create requisitions for the procurement department to obtain the needed goods and services. It is also used to plan manufacturing work orders to turn raw materials and components into finished goods.

LIM 100 Inventory Management - 40 contact hours (24 hours of lecture, 16 hours of Lab)
This course provides the details to effectively plan for and manage inventory levels to satisfy customer demands and maximize organizational profitability. Inventory management personnel focus on achieving a balance of sufficient supply to meet customer demand. Ineffective planning can result in insufficient inventory levels, resulting in lost sales or excessive inventory and financial write-offs of obsolete stock.

LMS 100 Manufacturing & Service Operations- 50 contact hours (32 hours of lecture, 18 hours of Lab)
This course covers the role of manufacturing and service operations; linking market requirements with the selection of manufacturing processes; facility location strategies; facility layouts; the importance of production planning and control in synchronizing operations.

LSM 105 Supply Management & Procurement - 50 contact hours (35 hours of lecture, 15 hours of Lab)
The Supply Management & Procurement course presents the details of how goods and services are ordered by converting purchase requisitions, created by the demand planning organization, to purchase orders that are issued to suppliers. In this track, specific emphasis is placed on supplier identification, selection and approval, sourcing activities, negotiations with suppliers and the overall systematic selection of goods and services.

LTO 100 Transportation Operations - 30 contact hours (18 hours of lecture, 12 hours of Lab)
This course includes modes of transportation; transportation technology; company roles and operations within the transportation field; the impact of transportation on the overall economy; sustainability in transportation; and how the field is evolving to meet the projected needs of the future.

LWO 100 Warehousing Operations - 40 contact hours (24 hours of lecture, 16 hours of Lab)
This course covers the role of warehousing and distribution centers in the supply chain, and the other key functions of processing goods: receiving, movement, storage, picking, packing, and packaging.

Tuition & Fees

Registration		$100.00
Tuition Books & Supplies	$16895.00	
Total		**$16995.00**

Network Pro Basic Program

Learning Methodology: Resident, Hybrid IDL or Full IDL
Program length - Clock Hours: 360
Enrollment Term: 24 weeks
Award Attainment: Certificate

Program Description – Network Pro Basic Program is a comprehensive course designed to teach students network design, configuration, management, and troubleshoot network failures. Graduates of this program will be able to support business enterprise networks. Graduates may find employment in network data centers and government and military network operation support centers.

The coursework, hands on labs and practice exams included in this program prepare students for the following Industry Certification exams: Cisco CCT, CompTIA A+, Microsoft Azure Fundamentals, Microsoft Security Fundamentals, Microsoft 365 Fundamentals, Linux Essentials, Microsoft Security Compliance and Identity Fundamentals, CompTIA Networking+, and CompTIA Security +. (Please note that the exam titles listed here are subject to change.).

Graduates may find employment as entry level network technicians.

Admission Requirements:

1. High school diploma or GED certification. Interview with an approved school admissions counselor

Subject Description- Subject Description- Program courses can be taken in any order.

NNT 100 CMC CCT – Network Technologies: lecture 72 / Lab 08 – Total 80 clock hours
Students will learn to work as network administrators with training in critical network equipment such as routers, switches, and firewalls. Students will learn to configure, manage, troubleshoot network devices, implement security policies, and provide enterprise-wide support to business-critical networks.

NAZ 100 CMC AZE – Azure Fundamentals: lecture 26 / Lab 04 – Total 30 clock hours
Students will learn fundamentals of cloud services and how those services are provided with Microsoft Azure, industry cloud concepts, Azure services, Azure workloads, security, and privacy in Azure, as well as Azure pricing and support. Students should be familiar with the general technology concepts, including concepts of networking, storage, computer, application support, and application development.

NMF 100 CMC 365 – Microsoft 365 Fundamentals: lecture 26 / Lab 04 – Total 30 clock hours
Students will learn the considerations and benefits of adopting cloud services and the Software as a Service (SaaS) cloud model, with a specific focus on Microsoft 365 cloud service offerings. Students will perform an in-depth review of Microsoft 365, including a comparison of Microsoft on-premises services versus Microsoft 365 cloud services, a review of enterprise mobility in Microsoft 365, and an analysis of how Microsoft 365 services provide collaboration**.**

NHM 100 Hardware & Mobile Devices: lecture 50 / Lab 30 – Total 80 clock hours
Students will learn SaaS applications for remote work, troubleshooting and how to remotely diagnose and correct common software, hardware, or connectivity problems, Changing core technologies from cloud virtualization and IoT device security to data management and scripting. Students will learn about multiple operating systems now encountered by technicians on a regular basis, including the major systems, their use cases, and how to keep them running properly.

NWT 100 CMC MSW – Windows Technologies: lecture 72 / Lab 08 – Total 80 clock hours
Windows Technologies combines lectures and hands on labs to give beginner students the fundamental concepts of security, compliance, and identity. Those three concepts are so important that everyone who touches a network's operations – from administrators to managers to executive stakeholders – should consider training in the basic concepts around security, compliance, and identity (SCI). The knowledge within it is highly valuable for anyone who makes decisions that affect networks and their security.

LIN 100Linux Training: Lecture 40 / Lab 20 – Total 60 clock hours
Students will gain an understanding of the Linux and open-source industry and knowledge of the most popular open-source Applications, understand the major components of the Linux operating system, and have the technical proficiency to work on the Linux command line; and have a basic understanding of security and administration related topics such as user/group management, working on the command line, and permissions.

Tuition & Fees

Registration	$100.00
Tuition & Fees	$16895.00
Total	**$16995.00**

Cybersecurity Risk Analyst Program

Learning Methodology: Resident, Hybrid IDL or Full IDL
Program length - Clock Hours: 720
Enrollment Term: 42 weeks
Award Attainment: Certificate

Program Description – Cybersecurity Risk Analyst Program teaches the students to identify flaws in their employer's security systems and proactively develop solutions. Their investigations aren't solely concerned with preventing exterior threats; often, an analyst will also assess risks to the company's internal network and physical offices. The cybersecurity risk analyst training also includes examining reports, data, and analytics to identify suspicious activity and threats. Analysts then use that collected information to develop protections and inform their company's choice of security software. The program advice to company leadership on what they can do to improve their security and organize training programs to help non-technical employees better understand and adhere to the organization's security policies.

The coursework, hands on labs and practice exams included in this program prepare students for the following Industry Certification exams: Cisco Cybersecurity, Microsoft Azure Fundamentals, Microsoft Security Fundamentals, Microsoft 365 Fundamentals, Linux Essentials, Microsoft Security Compliance and Identity Fundamentals, CompTIA Security +, PenTest+., CompTIA Server+, Cloud Essentials. ITIL V4 Foundation, Cobit, Project Management Ready, Audit Fundamentals.

Participants with proven work experience may qualify CISA- Certified Information Auditor, CRISC- Certified in Risk and Information Systems Control, CISM- Certified Information Security Manager, CCSP- Certified Cloud Security Professional, CISSP- certified Information Systems Security Professional.
(Please note that the exam titles listed here are subject to change.).

Admission Requirements:
High school diploma or GED certification. Interview with an approved school admissions counselor

Subject Description- Subject Description- Program courses can be taken in any order.

NST 100 Network Support Technician – Entry: Lecture 100/Lab 40 – Total 140 clock hours
This course explores and studies multiple facets of IT networking. Build skills in various networking hardware and software, protocols, wireless networking and devices. Learn concepts needed to better understand various aspects of network functionality and troubleshooting.

LIN 100 Linux Training: Lecture 40 / Lab 20 – Total 60 clock hours
Students will gain an understanding of the Linux and open-source industry and knowledge of the most popular open source Applications, understand the major components of the Linux operating system, and have the technical proficiency to work on the Linux command line; and have a basic understanding of security and administration related topics such as user/group management, working on the command line, and permissions.

CYB 125 Cloud Administration & Security – Lecture 100/ Lab 30 – Total 130 clock Hours
Students will learn the knowledge and skills needed to effectively operate in the cloud and touch upon all the aspects of administering cloud services. The training covers Cloud Concepts, Architecture and Design, Cloud Data Security, Cloud Platform and Infrastructure Security, Cloud Application Security, Cloud Security Operations, and Legal, Risk, and Compliance with real-world scenarios to help you apply your skills along the way.

CYB 110 CMC CSF – NIST Cybersecurity Foundation: :(Lecture 26 / Lab 04 – Total 30 clock hours)
The students will gain knowledge & skills implementing NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cyber-security activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors.

CYB 115 CIS CBROPS – Cybersecurity Operations: (Lecture 46/ Lab 04- Total 50 clock hours)
This course prepares students to begin a career within a Security Operations Center (SOC), working with Cybersecurity Analysts at the associate level. This course provides the knowledge and skills needed to successfully handle the tasks, duties, and responsibilities of an associate-level Security Analyst working in a SOC.

CYB 105 CompTIA Security+ Training – Lecture 30/ Lab 10 – Total 40 clock hours
Students will learn to Assess the security posture of an enterprise environment and recommend and implement appropriate security solutions, monitor and secure hybrid environments, including cloud, mobile, and IoT, Operate with an awareness of applicable laws and policies, including principles of governance, risk, and compliance. Students will learn to Identify, analyze, and respond to security events and incidents.

CYB 130 Cybersecurity First Responder: Lecture 40/ Lab 40 – Total 80 clock hours
Cybersecurity First Responder is the first line of defense against cyber-attacks that can cost an organization valuable time and money. Cybersecurity First Responder training course will prepare students to become the first responders who defend against cyber-attacks by teaching students to analyze threats, design secure computing and network environments, proactively defend networks, and respond/investigate cyber security incidents.

IRA 100 Information Risk Assessment & Management- Lecture 40/ Lab 32 – Total 72 clock hours
Students will gain proficiency and understanding of the effect of IT risk and how it pertains to business risks of a company. Understanding risk is essential for work in the closely related cybersecurity and risk management fields. Organizations today face a tsunami of cyber vulnerabilities, and effective remediation processes must be based on how an exploit will affect the organization's risk profile.

CPM 100 Project Management: Lecture 40/ Lab 24 – Total 64 clock Hours
Cybersecurity projects have many moving parts and require the kind of strategic approach provided by a project manager to limit problems and delays. Project management skills are valuable for ensuring that any undertaking is accomplished to maximize budget and resources, while keeping collective efforts within defined time and performance constraints. Students will learn project management skills to meet the objectives of cybersecurity projects. Technical skills are only the tip of the iceberg. It's essential to approach cybersecurity not simply from a security knowledge standpoint, but also with business goals in mind.

ITC 100 IT compliance Audit - Lecture 30/ Lab 24 – Total 54 clock Hours
Students will gain a comprehensive overview of the fundamental concepts of IT auditing, and how to apply them on the job whether they are tasked with assessing. IT governance and the regulatory environment, IT general controls, application controls, or end-user computing.

Tuition & Fees

Registration	$100.00
Tuition & Fees	$24895.00
Total	**$24995.00**

Network Data & Cyber Essentials Program

Learning Methodology: Resident, Hybrid IDL or Full IDL
Program length - Clock Hours: 734
Enrollment Term: 44 weeks
Award Attainment: Certificate

Program Description – Network Data & Cyber Essentials Program is a comprehensive course designed to teach students network design, configuration, management, Data analysis, Data security and troubleshoot network failures. Students will gain knowledge and skills in Legal regulatory frameworks, Network & data security standards required by industry verticals. Graduates of this program will be able to support business enterprise networks. Graduates may find employment in network data centers and government and military network operation support centers.

The coursework, hands on labs and practice exams included in this program prepare students for the following Industry Certification exams: Cisco CCT, CompTIA A+, Microsoft Azure Fundamentals, Microsoft Security Fundamentals, Microsoft 365 Fundamentals, Linux Essentials, Microsoft Security Compliance and Identity Fundamentals, CompTIA Network+, and CompTIA Security +., CompTIA Server+, Cloud Essentials. ITIL V4 Foundation, Azure Data Fundamentals (Please note that the exam titles listed here are subject to change.).

Admission Requirements:
High school diploma or GED certification. Interview with an approved school admissions counselor

Subject Description – Program courses can be taken in any order.

NHM 100 Hardware & Mobile Devices: lecture 60 / Lab 20 – Total 80clcok hours
Students will learn SaaS applications for remote work, troubleshooting and how to remotely diagnose and correct common software, hardware, or connectivity problems, Changing core technologies from cloud virtualization and IoT device security to data management and scripting. Students will learn multiple operating systems now encountered by technicians on a regular basis, including the major systems, their use cases, and how to keep them running properly

NCF 100 Networking Concepts & Fundamentals: Lecture 60 / Lab 20- Total 80 clock hours
Students will gain the knowledge and skills needed to troubleshoot, configure, and manage wired and wireless networks found in companies around the world. CompTIA Network+ certifies a professional level understanding of emerging technologies, including cloud and virtualization technologies.

CYB 100 Network Support Technician – Entry: Lecture 100/Lab 40 – Total 140 clock hours
This course explores and studies multiple facets of IT networking. Build skills in various networking hardware and software, protocols, wireless networking, and devices. Learn concepts needed to better understand various aspects of network functionality and troubleshooting.

NSF 100 Security Essentials – Lecture 30/ Lab 10 – Total 40 clock hours
Students will learn to Assess the security posture of an enterprise environment and recommend and implement appropriate security solutions, Monitor and secure hybrid environments, including cloud, mobile, and IoT, Operate with an awareness of applicable laws and policies, including principles of governance, risk, and compliance. Students will learn to Identify, analyze, and respond to security events and incidents.

NSA 100 Server Administration: Lecture 30 / Lab 10- Total 40 clock hours
Students will learn Server Hardware Installation & Management, Install and maintain physical hardware and storage Server Administration, Manage and maintain servers, including OS configuration, access control and virtualization.
This course teaches Security & Disaster Recovery, Apply physical and network data security techniques and Understand disaster recovery and implement backup techniques, Server Troubleshooting, Diagnose and resolve system hardware, software, connectivity, storage and security issues.

LIN 100 Linux Training: Lecture 40 / Lab 20 – Total 60 clock hours
Students will gain an understanding of the Linux and open source industry and knowledge of the most popular open source Applications, understand the major components of the Linux operating system, and have the technical proficiency to work on

the Linux command line; and have a basic understanding of security and administration related topics such as user/group management, working on the command line, and permissions.

CYB 125 Cloud Administrator Training – Lecture 100/ Lab 30 – Total 130 clock Hours
Students will learn the knowledge and skills needed to effectively operate in the cloud and touch upon all the aspects of administering cloud services. The training covers best practices on cloud administration, supported by many vendor technology solutions, covering open source and major vendor standards.

ITT 100 ITIL Foundations Training – Lecture 20 / lab 04 – Total 24 clock hours
This course provides students, practitioners, support staff and staff interfacing with the organization's digital and information systems functions with a practical understanding of the key concepts, common language, principles and practices that enables successful management of modern IT-enabled services**.**

CYB 110 CMC CSF – NIST Cybersecurity Foundation: :(Lecture 26 / Lab 04 – Total 30 clock hours)
The students will gain knowledge & skills implementing NIST Cybersecurity Framework within organizations. Students will gain skills to identify the risk factors, cyber-security activities, desired outcomes, and relevant cybersecurity reference points common across critical infrastructure sectors.

ADF 100 CMC ADF – Azure Data Fundamentals: lecture 40/ lab 20– Total 60 clock Hours
Students will gain knowledge of core data concepts and how they are implemented using Azure data services. In addition, the students will learn the concepts of relational and non-relational data, and different types of data workloads such as transactional or analytical.

AIF 100 CMC- AIF - Artificial Intelligence Fundamentals: lecture 30/ lab 20 – Total 50 clock Hours
Students will acquire foundational knowledge of the core concepts related to artificial intelligence (AI) and the services in Microsoft Azure that can be used to create AI solutions, knowledge of common ML and AI workloads and how to implement them on Azure.

Tuition & Fees

Registration	$100.00
Tuition & Fees	$24895.00
Total	**$24995.00**

ComputerMinds.Com Seminar Schedules

ITIL Foundations Certification Training (8 AM-5 PM) 24 Clock Hours					
2023	Jan 9 - 11	Mar 6 - 8	May 3 - 5	July 9 - 12	Sept 11 - 13
2024	Feb 5 - 7	Apr 15 - 17	July 9 - 11	Oct 14 - 16	Dec 9 - 11
2025	TBD	TBD	TBD	TBD	TBD

Agile Scrum Training (8 AM-5 PM) 24 Clock Hours					
2023	Jan 23 - 25	Mar 20 - 22	May 15 - 17	July 10 - 12	Sep 18 - 20
2024	Jan 8 - 10	Mar 4 - 6	May 13 - 15	July 8 - 10	Sep 10 - 12
2025	TBD	TBD	TBD	TBD	TBD

Lean Six Sigma Training (8 AM-5 PM) 24 Clock Hours					
2023	Jan 30 - Feb 1	Mar 27 - 29	May 22 - 24	July 17 - 19	Sep 25 - 26
2024	Jan 15 - 17	Apr 3 - 5	May 1 - 3	July 8 - 10	Sep 17 - 19
2025	TBD	TBD	TBD	TBD	TBD

COBIT Training (8 AM-5 PM) 24 Clock Hours					
2023	Feb 6 - 8	April 10 - 12	May 30 - Jun 1	July 11 - 13	Oct 11 - 13
2024	Jan 22 - 24	April 8 - 11	Jun 3 - 5	Aug 5 - 7	Oct 14 - 16
2025	TBD	TBD	TBD	TBD	TBD

Project Management Training (8 AM-5 PM) 40 Clock Hours					
2023	Feb 6 - 10	Apr 10 - 14	Jun 5 - 9	Aug 28 - Sep 1	Oct 23 - 27
2024	Jan 29 - Feb 2	Apr 15 - 19	Jun 10 - 14	Sep 9 - 13	Nov 4 - 8
2025	TBD	TBD	TBD	TBD	TBD

Computer Systems Administrator Seminar (8 AM-5 PM) 160 Clock Hours				
2023	Feb 6 - 10	Apr 10 - 14	Jun 5 - 9	Aug 28 - Sep 1
2024	Jan 29 - Feb 2	Apr 15 - 19	Jun 10 - 14	Sep 9 - 13
2025	TBD	TBD	TBD	TBD

CompTIA A+ Training (8 AM-5 PM) 40 Clock Hours				
2023	Feb 6 - 10	Apr 10 - 14	Jun 5 - 9	Aug 28 - Sep 1
2024	Jan 29 - Feb 2	Apr 15 - 19	Jun 10 - 14	Sep 9 - 13
2025	TBD	TBD	TBD	TBD

CompTIA Network+ Training (8 AM-5 PM) 40 Clock Hours				
2023	Feb 13 - 17	May 15 - 19	Jul 10 - 14	Sept 11 - 15
2024	Jan 8 - 12	May 6 - 10	Jul 8 - 12	Sept 16 - 20
2025	TBD	TBD	TBD	TBD

CompTIA Security+ Training (8 AM-5 PM) 40 Clock Hours				
2023	Feb 6 - 10	May 15 - 19	July 17 - 21	Sept 18 - 22
2024	Jan 15 - 19	May 13 - 17	Jul 15 - 19	Sept 23 - 27
2025	TBD	TBD	TBD	TBD

CompTIA Server+ Training (8 AM-5 PM) 40 Clock Hours				
2023	Feb 13 - 17	May 22 - 26	July 24 - 28	Sept 25 - 29
2024	Jan 22 - 26	May 20 - 24	July 22 - 26	Sept 29 - Aug 2
2025	TBD	TBD	TBD	TBD

Cisco Certified Network Associate (CCNA) Training (8 AM-5 PM) 40 Clock Hours				
Cisco Support Technician Training (8 AM-5 PM) 40 Clock Hours				
Cisco CCNA Security Certification Training (8 AM-5 PM) 40 Clock Hours				
2023	Feb 20 - 24	Mar 20 - Apr 2	July 31 - Aug 4	Aug 2 - 6
2024	Jan 29 - Feb 2	June 3 - 7	Aug 5 - 9	Sept 16 - 20
2025	TBD	TBD	TBD	TBD

Information Systems Security Professional (8 AM-5 PM) 40 Clock Hours				
Basic Microsoft Office Specialist Certification Training (8 AM-5 PM) 40 Clock Hours				
Advanced Microsoft Office Specialist Certification Training (8 AM-5 PM) 40 Clock Hours				
CompTIA Advanced Security Professional (8 AM-5 PM) 40 Clock Hours				
2023	Jan 9 - 13	Mar 6 - 10	May 8 - 12	July 10 - 14
2024	Feb 5 - 9	April 1 - 5	June 10 - 14	Sep 23 - 27
2025	TBD	TBD	TBD	TBD

Advanced Microsoft Office Specialist Certification Training (8 AM-5 PM) 40 Clock Hours				
2023	Jan 16 - 20	Mar 13 - 17	May 15 - 19	July 17 - 20
2024	Feb 12 - 16	Apr 8 - 12	June 17 - 21	Sep 30 - Oct 4
2025	TBD	TBD	TBD	TBD

Linux Training (8 AM-5 PM) Mon-Thu, 60 Clock Hours				
2023	Jan 23 - Feb 1	Mar 20 - 29	May 22 - 31	July 24 - Aug 2
2024	Feb 19 - 23	Apr 15 - 19	June 24 - 28	Oct 7 - 11
2025	TBD	TBD	TBD	TBD

Cloud Administrator Training Basic (8 AM-5 PM) Mon-Thurs, 140 Clock Hours				
2023	Jan 9 - Feb 1	Mar 20 - Apr 5	June 5 - 28	Jul 10 - 28
2024	Jan 8 - 31	Mar 4 - 27	June 3 - 26	Jul 8 - 26
2025	TBD	TBD	TBD	TBD

CompTIA A+ Beginner Training Extended (8 AM-5 PM) Mon-Fri, 80 Clock Hours					
2023	Jan 9 - 20	Mar 6 - 17	May 8 - 19	Jul 10 - 21	Sep 4 - 15
2024	Feb 5 - 9	April 1 - 5	June 10 - 14	Sep 23 - 27	Nov 4 - 22
2024	TBD	TBD	TBD	TBD	TBD

CompTIA Network+ Training (Extended): 80 Clock Hours, Mon-Fri, 8AM - 5PM					
Cisco Certified Network Associate (CCNA) Extended Training					
2023	Jan 23 - Feb 3	Mar 20 - 31	May 22 - Apr 2	Jul 24 - Aug 4	Sep 11 - 22
2024	Jan 22 - 26	May 20 - 24	July 22 - 26	Aug 5 - Sep 16	Oct 7 - 18
2025	TBD	TBD	TBD	TBD	TBD

Computer User Support Specialist - Level I			
2023	Jan 9 - Feb 3	Mar 6 - 31	July 5 - 30
2024	Jan 8 - Feb 2	Mar 4 - 29	May 6 - 3
2025	TBD	TBD	TBD

Computer User Support Specialist - Level II			
2023	Feb 6 - 24	Apr 3 - 21	Jul 10 - 28
2024	Jan 8 - 19	Mar 4 - 22	May 6 - 24
2025	TBD	TBD	TBD

Desktop Support Technician Training			
2023	Mar 6 - 31	Jun 5 - 30	Aug 7 - Sep 1
2024	Jan 15 - Feb 9	Mar 4 - 29	May 6 - 31
2025	TBD	TBD	TBD

Network Support Technician Training			
2023	Mar 6 - 31	Jun 5 - 30	Aug 7 - Sep 1
2024	Jan 15 - Feb 9	Mar 4 - 29	May 6 - 31
2025	TBD	TBD	TBD

Supply Chain Management Training			
2023	Jan 9 - Mar 10	Mar 6 - May 12	Jul 3 - Sep 9
2024	Jan 8 - Mar 15	May 6 - Jul 12	Sep 9 - Nov 18
2025	TBD	TBD	TBD

Advanced Network Professional Training			
2023	Jan 9 - Mar 10	Mar 6 - May 12	Jul 3 - Sep 9
2024	Jan 8 - Mar 15	May 6 - Jul 12	Sep 9 - Nov 18
2025	TBD	TBD	TBD

Seminar: 80 Clock Hours **Mon - Fri, 8AM-5PM**	**2023**	**2024**
Microsoft Administrator Training	June 2 - 13	Oct 5 - 16
Microsoft Windows 10 Training	Aug 4 - 15	Dec 4 -15
Computer Hacking Forensics Training	June 2 - 13	Oct 5 - 16
Cybersecurity Incident Handler Training	Aug 4 - 15	Dec 4 -15

CompTIA A+ Beginner Extended: 80 Clock Hours Mon, Tue & Thur, 6PM-10PM		
2023	Jan 2 - Apr 28	Jun 5 - Sep 22
2024	Jan 8 – Apr 26	Jun 7 - Sep 27
2025	TBD	TBD

Cisco CCNA Extended Training: 80 Clock Hours Mon, Tue & Thur, 6PM-10PM		
2023	Jan 10 - May 25	Jul 7 - Nov 28

2024	Jan 2 - May 16	Jul 9 - Nov 26
2025	TBD	TBD

ComputerMinds.Com Program Schedules

Cybersecurity Administrator Program: 150 Clock Hours, Mon, Wed & Fri, 8 AM-12 PM				
2023	Jan 3 - Mar 4	Apr 5 - Jun 9	Jul 5 - Aug 8	Sep 6 - Nov 10
2024	Jan 8 - Mar 15	Apr 1 - June 6	Jul 1 - Sep 9	Oct 7 - Dec 13
2025	Jan 6 - Mar 14	Apr 7 - Jun 13	Jul 7 - Sep 15	Oct 6 - Dec 12

Logistics & Supply Chain Management Program: 156 Clock Hours, Tue, Thur & Fri, 9 AM-1 PM			
2023	Jan 3 - Mar 30	May 2 - Jul 27	Sep 5 - Nov 6
2024	Jan 9 - Apr 15	May 7 - Aug 2	Sep 3 - Dec 6
2025	Jan 7 - Apr 4	May 6 – Aug 1	Sep 2 - Dec 5

Business & Operations Management Program, 160 Clock Hours, Mon-Fri, 8 AM-5 PM			
2023	Jan 2 - Apr 3	Apr 12 - Jul 13	Jul 12 - Oct 13
2024	Jan 8 - Apr 26	May 6 - Aug 23	Sep 9 - Dec 20
2025	Jan 6 - Apr 25	May 5 - Aug 22	Sep 1- Dec 12

Database &Business Analyst Program: 160 Clock Hours, Mon, Tue & Thur, 6 PM-10 PM			
2023	Jan 2 - Apr 3	Apr 12 - Jul 7	Jul 12 - Oct 6
2024	Jan 4 - Apr 5	Apr 10 - Jul 10	Jul 15 - Oct 7
2025	Jan 3 - Apr 7	Apr 11 - Jul 11 8	Jul 16 - Oct 8

Cybersecurity Specialist Program: 168 Clock Hours, Mon-Fri, 8 AM-5 PM				
2023	Jan 4 - Feb 7	Apr 3 - May 3	June 5 - Jul 6	Aug 7 - Sep 7
2024	Jan 8 - Feb 7	Apr 1 - May 1	Jun 3 - Jul 3	Aug 5 - Sep 9
2025	Jan 6 - Feb 5	Mar 3 - Apr 2	May 12 - June 11	Aug 4 - Sep 3

Network Administrator Program: 220 Clock Hours, Tue, Thur & Fri, 8 AM-12 PM			
2023	Jan 2 - Apr 14	May 1 - Aug 11	Sep 4 - Dec 8
2024	Jan 8 - Apr 19	May 6 - Aug 16	Sep 2 - Dec 24

Construction Management Program: 216 Clock Hours, Mon-Fri, 8 AM-5 PM				
2023	Jan 2 - Feb 6	Apr 3 - May 8	Jun 5 - Jul 10	Sep 4 - Oct 9
2024	Jan 8 - Feb 12	Mar 4 - Apr 8	May 5 - Jun 10	Aug 5 - Sep 9
2025	Jan 6 - Feb 10	Mar 3 - Apr 7	May 5 - Jun 9	Jul 7 - Aug 11

Cybersecurity Analyst Program: 368 Clock Hours, Tue-Fri, 8 AM-12:30 PM – 24 weeks **Data & Business Analyst program: 360 Clock Hours Tue-Fri, 8 AM-12:30 PM – 24 weeks** **Logistics & Supply Chain Analyst: 360 Clock Hours - Tue-Fri, 8 AM-12:30 PM – 24 weeks** **Network Pro Basic Program: 360 Clock Hours - Tue-Fri, 8 AM-12:30 PM – 24 weeks**				
2023	June 05- Jan 15	Sep 04- Mar 15		
2024	Feb 05 – Aug 05	Aug 05 -Mar 05		
2025	Jan 6 – July 10	June 05 – Dec 20		

Cybersecurity Risk Analyst Program: 720 Clock Hours, Tue-Fri, 8 AM-12:30 PM – 42 weeks **Network Data & Cyber Essentials Program: 734 Clock Hours Tue-Fri, 8 AM-12:30 PM – 44 weeks**				
2023	June 05- May 17	Sep 04- Aug 02		
2024	Jan 08 – Nov 29	June 03- Apr 30		
2025	Jan 06 – Nov 22	June 02- Apr 30		

ComputerMinds.Com Apprenticeship Schedules

Computer Support Specialist Apprenticeship: 304 Clock Hours, Mon-Fri, 8 AM-5 PM				
2023	Jan 9 - Feb 2	Apr 3 - May 22	Jul 10 - Aug 28	Oct 2 - Nov 20
2024	Jan 8 - Feb 26	Apr 1 - May 20	Jul 8 - Aug 26	Oct 7 - Nov 25
2025	Jan 6 - Feb 24	Apr 7 - May 27	Jul 7 - Aug 25	Oct 6 - Nov 17

Information Technology Project Manager Apprenticeship: 160 Clock Hours, Mon-Fri, 8 AM-5 PM			
2023	Jan 2 - Apr 3	Apr 12 - Jul 13	Jul 12 - Oct 13
2024	Jan 4 - Apr 9	Apr 10 - Jul 18	Jul 22 - Oct 18
2025	Jan 3 - Apr 7	Apr 11 - Jul 11	Jul 16 - Oct 15

Cyber Security Support Technician Apprenticeship: 168 Clock Hours, Mon-Fri, 8 AM-5 PM			
2023	Jan 2 - Apr 3	Apr 12 - Jul 13	Jul 12 - Oct 13
2024	Jan 4 - Apr 9	Apr 10 - Jul 18	July 22 - Oct 18
2025	Jan 3 - Apr 7	Apr 11 - Jul 11	July 16 - Oct 15

Class start dates are subject to change based on class enrollment