

Bossier Parish Community College  
Master Syllabus

**Course Prefix and Number:** CTEC 297

**Credit Hours:** 3-3-0

**Course Title:** Advanced Topics

**Course Prerequisites:** Permission of the Instructor

**Textbook(s):** None

**Course Description:** This course will provide the student with information on current trends and topics in technology. These include, but are not limited to, digital communication, ethics, new operating systems, and new software applications.

**Learning Outcomes:**

At the end of this course, the student will:

- A. identify current trends in information technology; and
- B. describe current technology issues.

To achieve the learning outcomes, the student will or will be able to:

(The letter designations at the end of each statement refer to the learning outcome(s).)

1. research current trends in information technology; (A) and
2. discuss current issues in technology. (B)

**Course Requirements:**

1. Achieve a course average of 70% or above.
2. Each student is expected to attend classes regularly; excessive unexcused absences constitute grounds for suspension (refer to the student handbook for attendance policies).
3. Students must have access to a Windows computer, Microsoft Office 2016, and the Internet to complete the assignments. Computer, software, and the Internet are available to students on campus during scheduled computer lab times and in the Learning Commons located in the BPCC Library.

**Course Grading Scale:**

- A = 90 - 100
- B = 80 - 89
- C = 70 - 79
- D = 60 - 69
- F = 0 - 59

**Attendance Policy:** The college attendance policy is available at

<http://catalog.bpcc.edu/content.php?catoid=5&navoid=369>

**Course Fees:** This course is accompanied with an additional non-refundable fee for supplemental materials, laboratory supplies, software licenses, certification exams, and/or clinical fees.

**Nondiscrimination Statement:** Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

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