

COURSE SYLLABUS

Computer Care, Updates, and Backups

2012

INSTRUCTOR: Eric Van Cleave

INSTRUCTOR'S PHONE: 915- 9626

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PREREQUISITE(S): Successfully demonstrate knowledge and/or successful completion of the following courses;

Introduction to Computing

Windows Basics – Windows 7

CLASS LOCATION: Coronado Center, Room 5

A. COURSE DESCRIPTION

Students will learn how to maintain and enhance their computer's performance to keep it “healthy”. Students will learn about various methods of backups.

B. METHOD OF INSTRUCTION

Lecture, discussion, question and answer, demonstration, hands-on computer use related to the course and student demonstration of course related tasks.

C. COURSE OBJECTIVES

Objective 1: Students will learn the steps to follow to keep their computer up to speed (accelerating Start Up.)

Objective 2: The instructor will demonstrate and hand out directions for how and when to “defrag.”, do security settings, and do updates. Backups and Virus Protection will also be covered along with methods of checking the computer's performance level.