

# Memo



**To:** Dr. Cheryl McCarthy  
**From:** Dr. Karla Guseman  
**Date:** May 7, 2019  
**Re:** Course Revision – Computer Maintenance and Repair

I respectfully recommend the revision to the name of the current A+ Certification: Skills for Computer Repair course to Computer Maintenance and Repair for the 2020-2021 school year.

Additionally, the course will be updated to follow a newer entry level certification called IT Fundamentals (IFT+) which is meant to serve as a Pre-IT Career certificate. This certification could eventually lead to A+ Certification once a candidate enters the IT career field. Currently, there is a low number of students who take the A+ certification exam due to the rigor of the certificate and the high cost associated. The updated course description would read as follows:

Students will learn essential IT skills and knowledge needed to perform tasks commonly performed by advanced end-users and entry-level IT professionals alike, including using features and functions of common operating systems and establishing network connectivity; identifying common software applications and their purpose; and using security and web browsing best practices. This course is intended for candidates who are advanced end users and/or are considering a career in IT. This course is also a good fit for individuals interested in pursuing professional-level certifications, such as A+.

This course revision was discussed and approved by the Curriculum Coordinating Council and is endorsed by Administrative Council.

Thank you and please let me know if you have further questions.