

What is a syllabus?

Below is the complete course syllabus. The syllabus is the governing document for this course that you (the student) and I (the instructor) must abide by. The syllabus contains the most essential information about this course. This document informs you how the course will be conducted and the policies that must be followed. Please read the syllabus in its entirety during the first week of class.

Please have a look at the syllabus before contacting me about course policies, grading questions, attendance, or late work. Many times, the syllabus contains the answer to your question.

South Plains College

Common Course Syllabus: ITCC 1314

Semester: Spring 2026

Revised: 8/17/2026

Department: Computer Information Systems

Discipline: Technical Education Division and Arts and Sciences Division

Course Number: ITCC 1314

Course Title: CCNA1: Introduction to Networks

Instructor Name: Zachary Hastings

Office Location: TC211 (Levelland) / LBC 120D (Lubbock Center)

Email: zhastings@southplainscollege.edu

Office Phone: (806) 716-2255

Book a Meeting: [Book time with Hastings, Zachary M](#)

Course Sections:

Section: ITCC1314.001	Section: ITCC1314.271
Format: Hybrid	Format: Hybrid
Campus: Levelland	Campus: Lubbock
Classroom: TC 107	Classroom: LBC 106
Days: Thursday	Days: Tuesday
Lecture: Online	Lecture: Online
Lab: 8:30 - 12:20 PM	Lab: 8:30 AM - 12:20 PM

Course Description:

This course covers networking architecture, structure, and functions and introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations to provide a foundation for the curriculum.

Prerequisite: None

Credit: 3 Lecture: 2 Lab: 4

Textbook:

We will be using Cisco Network Academy Learning Management System and content in this course. The primary textbook is included in this solution and is free to the student. You will get access during the first week of class.

Recommended textbook if you want a physical textbook: [CCNA 200-301 Official Cert Guide Library by Wendel Odom](#)

Supplies:

- Reliable Internet Connection
- Computer with Windows OS (Recommended) or Mac OS (Not a Chromebook)
- Packet Tracer (latest edition, free through Cisco Network Academy)
- Google Chrome

Student Learning Outcomes:

Configure a small network using basic security; perform basic configuration on routers and switches; implement IP addressing schemes.

Student Learning Outcomes Assessment:

This course will include

- Required reading assignments
- Required lecture videos
- Supplemental videos and reading
- Hands-on labs using Packet Tracer and other hardware/software
- Quizzes
- In-class lectures and discussions
- In-class hands-on labs
- Exams
- Comprehensive Final Hands-On Skills Exam
- Comprehensive Final Exam

Course Evaluation:

Students will be evaluated by assignments, exams, and projects.

Category	Percentage
Assignments (In-Class Labs, Hands-On Labs, Packet Tracers, etc)	30%
Module Exams	30%
Final (Hands-On Exam and Multiple Choice Exam)	40%

Attendance Policy:

Students are expected to attend all classes in order to be successful in a course.

Class attendance, even online, is extremely important in order to meet the objectives of this course. Students are responsible for initiating their own withdrawal/drop, if that becomes necessary. See the General Catalog Attendance Policy for additional information.

COVID-19:

For more information and resources about COVID-19, please visit:

<https://www.southplainscollege.edu/emergency/covid19-faq.php>

Plagiarism and Cheating:

Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill.
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation.
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them.
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion.
2. Discovering the content of an examination before it is given.
3. Using an unauthorized source of information (notes, textbooks, text messaging, internet, apps) during an examination, quiz, or homework assignment.
4. Entering an office or building to obtain an unfair advantage.
5. Taking an examination for another.
6. Altering grade records.
7. Copying another's work during an examination or on a homework assignment.
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's work.
9. Taking pictures of a test, test answers, or someone else's paper.

Withdrawal Policy:

Students who withdraw from the course will receive a grade of W. It is the student's responsibility to withdraw from this course. Otherwise, students will be assigned their

earned letter grade at the end of the semester. Course averages will be updated regularly throughout the semester to aid students in deciding whether to drop the course.

- Please check the SPC academic calendar for the last day to withdraw/drop the course here: <https://www.southplainscollege.edu/academiccalendar/>
- For more information regarding drops/withdrawals, please visit: <https://www.southplainscollege.edu/admission-aid/apply/schedulechanges.php>

Student-Owned Computer Equipment:

Students may choose to use their own computer equipment to complete the assigned coursework. SPC provides Microsoft Office to students for installation and use on their personal computers. It is the sole responsibility of the student to ensure their computer system meets the minimum requirements for all required or suggested software. It is also the sole responsibility of the student to ensure their computer system is in working order, free of malware, and sufficient to complete the assigned coursework. Computer or system malfunction or failure is not an excuse for late coursework. The instructor is not liable for the student's computer maintenance and cannot troubleshoot or repair issues on student-owned computers. If the student needs computer assistance, they can contact the SPC student helpdesk.

SPC Help Desk

- Telephone Number: Help Desk at (806) 716-2600
- E-mail: helpdesk@southplainscollege.edu
- Location: Library Lobby - Levelland
- Normal Hours: Monday - Friday: 8:00 a.m. - 4:00 p.m.

Student Code of Conduct Policy:

Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

For more information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title IX pregnancy accommodations, and campus concealed carry, please visit:

<https://www.southplainscollege.edu/syllabusstatements/>

IMPORTANT INFORMATION BELOW

Communication:

All communication outside our normal weekly class time for this course will be conducted through SPC email. All students must check their SPC student email accounts regularly for course updates and announcements. All replies to emails will be sent to the student's SPC email address. Please include your name, course name, and section number in all email communication.

Course Rigor:

This course will include multiple assignments, hands-on labs, quizzes, and exams. Please be aware that to succeed in this course, you must dedicate several hours each week to reading, studying, and completing the assigned coursework.

Reading Assignments, Online Lectures, and Supplemental Material:

This course will include multiple reading assignments, multiple online lectures, and some supplemental material. The student is expected to go through all this material each week. Revisiting previous weeks' reading and lectures will greatly benefit the students, helping them retain information. Students are encouraged to use good study habits to learn and memorize the necessary information.

Coursework:

Each week's coursework will be available through Blackboard and Cisco Networking Academy. Coursework is organized into weekly folders in Blackboard. Each folder will contain links to the reading, links to the lectures, links to submit hands-on labs, and links to submit quizzes and/or exams. The course calendar outlining due dates and times of availability is on Blackboard. **No late work is accepted for any reason!** You are expected to complete all homework assignments within the due dates indicated.

It is important for you to start coursework early in the week. Do not wait until the day it is due to start the coursework or report problems. If you report problems on an assignment's due date, the instructor is not obligated to re-open any assignments for you. Start your homework early in the week and complete it with time to spare!

Many hands-on labs will require you to install and utilize Packet Tracer. Packet Tracer can be downloaded and installed for free from Cisco Networking Academy. Check Blackboard for installation instructions.

Module Exams:

Module exams will cover material from multiple modules. These exams may include multiple-choice/answer, matching, essay, and other question types. Students should complete all coursework in the designated modules and study the material in those modules before taking the module exam. For in-class sections, module exams will be given in class during our normal class time. You must be present to take the module exam. For online sections, exams will be open for several days and must be completed by the due date indicated. **No late exams will be given.**

Final Exam:

This will include a written examination delivered through Cisco Networking Academy and a lab (hands-on/skills) exam. The written exam portion may include multiple-choice/answer, matching, essay, and other question types. The lab exam portion may include simulated lab scenarios to complete or in-class lab scenarios to complete. Unless otherwise indicated by the instructor, these exams will be given and completed in class.

Late-Work and Coursework Extensions:

No late coursework (in-class work, hands-on labs, module exams, etc.) will be accepted. No extensions will be given for any coursework. There are two exceptions to this policy.

- One, you are severely ill and/or hospitalized. If so, you must contact DeEtte Edens at dedens@southplainscollege.edu or (806) 716-2376 and submit the required documentation to her. She will notify me if the illness warrants an extension.
- Two, there is a verified service outage of the SPC Blackboard system and/or the Cisco Networking Academy system. A verified outage means the SPC Information Services department, the SPC Instructional Education department, and/or the Cisco Networking Academy system notify and acknowledge a substantial recorded downtime. If this occurs, an extension will be granted at the instructor's discretion.

Keep in mind that issues with the student's internet connection and/or computer equipment do not warrant an extension. Also, the instructor will administratively drop some grades at the end of the semester to cover the occasional times that students cannot complete coursework due to family issues, illness, and/or computer-related issues.

Gradebook:

Grades will be available in Blackboard and will be updated periodically throughout the semester.

Counseling:

If, at any point in the semester, you find yourself having trouble with stress or feel depressed, please stop in and see a counselor. Counseling services are available at all campuses. The number for the counseling office is 806-716-2366. Below is a link to SPC's personal counseling services.

<https://www.southplainscollege.edu/health/mentalhealthresources.php>

Note:

The instructor reserves the right to modify the course syllabus and policies and notify students of any changes during the semester.

ITCC 1314 – CCNA 1: Introduction to Networks

Fall 2026 | 16-Week Course



Course Dates: Monday, August 24, 2026 – Thursday, December 10, 2026

Course Information

- Assignments are due **each Friday by 11:59 PM**, unless otherwise noted.
- Course weeks **begin on Saturday and end on Friday at 11:59 PM**.
- **No late work is accepted and no extensions are offered.**
- Course materials are accessed through **Blackboard Ultra and Cisco Networking Academy (book, module exams, and labs)**.
- **Module exams and labs** are accessed through **Cisco Networking Academy**.

Weekly Course Schedule

Week 1



Monday, August 24 – Friday, August 28, 2026

Course begins Monday

- Read the syllabus
- Verify registration and access to **Cisco Networking Academy**
- Read **Chapter 1 – Networking Today**
- Download and install **Packet Tracer**
- Watch assigned lectures
- *Optional:* Complete the first four chapters of the **Intro to Packet Tracer** course

Week 2



Saturday, August 29 – Friday, September 4, 2026

- Continue **Chapter 1 – Networking Today**

- Watch assigned lectures
- Complete **1.5.7 Packet Tracer – Network Representation Lab**
- Read **Chapter 2 – Basic Switch and End Device Configuration**

Week 3



Saturday, September 5 – Friday, September 11, 2026

- Read **Chapter 2 – Basic Switch and End Device Configuration**
- Watch assigned lectures
- Complete **2.3.7 Packet Tracer**
- Complete **2.5.5 Packet Tracer**
- Complete **2.7.6 Packet Tracer**
- Read **Chapter 3 – Protocols and Models**

Week 4



Saturday, September 12 – Friday, September 18, 2026

- Read **Chapter 3 – Protocols and Models**
- Watch assigned lectures
- Complete **2.9.1 Packet Tracer**
- Complete **3.5.5 Packet Tracer**
- Read **Chapter 4 – The Physical Layer**
- Read **Chapter 5 – Numbering Systems**
- Study for **Modules 1–3 Exam**

Week 5



Saturday, September 19 – Friday, September 25, 2026

- Complete **Modules 1–3: Basic Network Connectivity and Communications Exam**
- Read **Chapter 4 – Physical Layer**
- Read **Chapter 5 – Numbering Systems**
- Watch assigned lectures

- Complete **4.6.5 Packet Tracer**
- Complete **4.7.1 Packet Tracer**
- Read **Chapter 6 – Data Link Layer**
- Read **Chapter 7 – Ethernet Switching**

Week 6

 **Saturday, September 26 – Friday, October 2, 2026**

- Read **Chapter 6 – Data Link Layer**
- Read **Chapter 7 – Ethernet Switching**
- Watch assigned lectures
- Complete **3.7.9 Lab**
- Complete **3.7.10 Lab**
- Read **Chapter 8 – Network Layer**
- Study for **Modules 4–7 Ethernet Concepts Exam**

Week 7

 **Saturday, October 3 – Friday, October 9, 2026**

- Complete **Modules 4–7: Ethernet Concepts Exam**
- Read **Chapter 8 – Network Layer**
- Watch assigned lectures
- Read **Chapter 9 – Address Resolution**

Week 8

 **Saturday, October 10 – Friday, October 16, 2026**

- Read **Chapter 9 – Address Resolution**
- Watch assigned lectures
- Complete **9.1.3 Packet Tracer**
- Complete **9.2.9 Packet Tracer**
- Read **Chapter 10 – Basic Router Configuration**

Week 9

 **Saturday, October 17 – Friday, October 23, 2026**

- Read **Chapter 10 – Basic Router Configuration**
- Watch assigned lectures
- Complete **10.1.4 Packet Tracer**
- Complete **10.3.4 Packet Tracer**
- Complete **10.3.5 Packet Tracer**
- Read **Chapter 11 – IPv4 Addressing**
- Study for **Modules 8–10 Exam**

Week 10

 **Saturday, October 24 – Friday, October 30, 2026**

- Complete **Modules 8–10: Communicating Between Networks Exam**
- Read **Chapter 11 – IPv4 Addressing**
- Watch assigned lectures
- Complete **10.4.3 Packet Tracer**
- Complete **11.5.5 Packet Tracer**
- Complete **11.7.5 Packet Tracer**
- Complete **Take-Home IPv4 Lab**
- Read **Chapters 12 and 13**

Week 11

 **Saturday, October 31 – Friday, November 6, 2026**

- Read **Chapters 12 and 13**
- Watch assigned lectures
- Complete **12.6.6 Packet Tracer**
- Complete **12.9.1 Packet Tracer**
- Complete **13.2.7 Packet Tracer**

- Complete **13.3.1 Packet Tracer**
- Read **Chapter 14 – Transport Layer**
- Study for **Modules 11–13 Exam**

Week 12

 **Saturday, November 7 – Friday, November 13, 2026**

- Complete **Modules 11–13 Exam**
- Read **Chapter 14 – Transport Layer**
- Watch assigned lectures
- Complete **14.8.1 Packet Tracer**
- Complete **10.4.4 Lab**
- Read **Chapters 15 and 16**

Week 13

 **Saturday, November 14 – Friday, November 20, 2026**

- Read **Chapter 15 – Application Layer**
- Watch assigned lectures
- Complete **Final Exam Review Lab** (Packet Tracer)
- Study for **Modules 14–15 Exam**
- Read **Chapters 16–17**

Week 14

 **Saturday, November 21 – Friday, November 27, 2026**

- Complete **Modules 14–15: Network Application Communication Exam**
- Read **Chapters 16–17**
- Watch assigned lectures
- Complete **16.4.6 Packet Tracer**
- Complete **16.5.1 Packet Tracer**
- Complete **17.5.9 Packet Tracer**

- Complete **17.7.7 Packet Tracer**
- Study for **Modules 16–17 Exam**
- Study for **Final Exams**

Week 15

 **Saturday, November 28 – Friday, December 4, 2026**

- Complete **Modules 16–17 Exam**
- Complete **17.8.2 Packet Tracer**
- Study for **Hands-On Final Exam**
- Study for **Multiple-Choice Final Exam**

Week 16 – Finals Week

 **Saturday, December 5 – Thursday, December 10, 2026**

 **Course Ends Thursday, December 10, 2026**

- **Hands-On Final Exam** (Cisco Networking Academy)
- **Multiple-Choice Final Exam** (Cisco Networking Academy)

******Dates are subject to change. Students will be notified of any changes through Blackboard Ultra and official South Plains College email.***