What is a syllabus?

Welcome to the course! This syllabus serves as the official agreement governing our course, outlining the core rules and expectations that both students and the instructor are required to follow. It covers vital details regarding course operations, classroom guidelines, and academic policies. Please take the time to read through the entire syllabus during our first week.

If you have questions about course procedures, grading criteria, attendance standards, or late submissions, please review this document first, as it frequently provides the necessary answers.

South Plains College
Syllabus: ITCC 1314 CCNA 1 - Introduction to Networks
Semester: Fall 2026
Revised: 8/19/2026

- **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:** Michael Slaughter
- **Office Location:** TC211 (Levelland) / LBC 120D (Lubbock Center)
- **Email:** mslaughter@southplainscollege.edu
- **Office Phone:** (806) 716-2242
- **Book a Meeting:** Book time with Slaughter, Michael H

Course Sections:

Section	Format	Campus	Lecture/Days	Lab/Time
ITCC1314.271	Hybrid	Lubbock (LBC 106)	Tuesday / Online	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:

- 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.
- Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation.
- Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them.
- Missing in-text citations.

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

- Obtaining an examination by stealing or collusion.
- Discovering the content of an examination before it is given.
- Using an unauthorized source of information (notes, textbooks, text messaging, internet, apps) during an examination, quiz, or homework assignment.
- Entering an office or building to obtain an unfair advantage.
- Taking an examination for another.

- Altering grade records.
- Copying another's work during an examination or on a homework assignment.
- Rewriting another student's work in Peer Editing so that the writing is no longer the original student's work.
- 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. **No late or makeup 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
16-Week Course Schedule & Outline
Term: Fall 2026

Weekly Schedule & Due Date Policy:

- **Course Term:** Monday, August 24, 2026 – Thursday, December 10, 2026.
- **Standard Week Structure:** Academic weeks run from **Saturday through Friday**.
- **Due Dates:** All weekly homework assignments, theoretical/practical labs, quizzes, and the midterm exam are due on **Fridays by 11:59 PM**.
- **Week 1 (Orientation Exception):** Opens on the official semester start date (Monday, August 24) and closes on Friday, August 28.
- **Week 16 (Final Exam Due Date): Monday, December 7th - In Class**
- **Dates are subject to change.** Students will be notified of any changes through Blackboard Ultra and official South Plains College email.
- **In-class labs are not listed** on this course schedule.
- **Keep in mind** that some assignments may be removed in Blackboard and other assignments may be added. The Labs, Quizzes, and Deliverables column is *approximate,* not exact.

Master Weekly Schedule

Week	Dates	Topics & Lessons Covered	Labs, Quizzes & Deliverables (Due by 11:59 PM)
1	Aug 24 – Aug 28	• Syllabus Overview • Cisco Academy Access	• Packet Tracer Installation • Intro to Packet Tracer (Optional)
2	Aug 29 – Sep 4	• Chapter 1 – Networking Today	• 1.5.7 Packet Tracer – Network Representation Lab

Week	Dates	Topics & Lessons Covered	Labs, Quizzes & Deliverables (Due by 11:59 PM)
3	Sep 5 – Sep 11	• Chapter 2 – Basic Switch and End Device Configuration	• 2.3.7 Packet Tracer • 2.5.5 Packet Tracer • 2.7.6 Packet Tracer
4	Sep 12 – Sep 18	• Chapter 3 – Protocols and Models	• 2.9.1 Packet Tracer • 3.5.5 Packet Tracer • Study for Modules 1–3 Exam
5	Sep 19 – Sep 25	• Chapter 4 – The Physical Layer • Chapter 5 – Numbering Systems	• Modules 1–3 Exam • 4.6.5 Packet Tracer • 4.7.1 Packet Tracer
6	Sep 26 – Oct 2	• Chapter 6 – Data Link Layer • Chapter 7 – Ethernet Switching	• 3.7.9 Lab • 3.7.10 Lab • Study for Modules 4–7 Exam
7	Oct 3 – Oct 9	• Chapter 8 – Network Layer	• Modules 4–7: Ethernet Concepts Exam
8	Oct 10 – Oct 16	• Chapter 9 – Address Resolution	• 9.1.3 Packet Tracer • 9.2.9 Packet Tracer
9	Oct 17 – Oct 23	• Chapter 10 – Basic Router Configuration	• 10.1.4 Packet Tracer • 10.3.4 Packet Tracer • 10.3.5 Packet Tracer • Study for Modules 8–10 Exam
10	Oct 24 – Oct 30	• Chapter 11 – IPv4 Addressing	• Modules 8–10 Exam • 10.4.3 Packet Tracer • 11.5.5 Packet Tracer • 11.7.5 Packet Tracer • Take-Home IPv4 Lab
11	Oct 31 – Nov 6	• Chapter 12 - IPv6 Addressing • Chapter 13 - ICMP	• 12.6.6 Packet Tracer • 12.9.1 Packet Tracer • 13.2.7 Packet Tracer • 13.3.1 Packet Tracer

Week	Dates	Topics & Lessons Covered	Labs, Quizzes & Deliverables (Due by 11:59 PM)
			● Study for Modules 11–13 Exam
12	Nov 7 – Nov 13	● Chapter 14 – Transport Layer	● Modules 11–13 Exam ● 14.8.1 Packet Tracer ● 10.4.4 Lab
13	Nov 14 – Nov 20	● Chapter 15 – Application Layer	● Final Exam Review Lab (Packet Tracer) ● Study for Modules 14–15 Exam
14	Nov 21 – Nov 27	● Chapter 16 - Network Security Fundamentals ● Chapter 17 - Build a Small Network	● Modules 14–15 Exam ● 16.4.6 Packet Tracer ● 16.5.1 Packet Tracer ● 17.5.9 Packet Tracer ● 17.7.7 Packet Tracer ● Study for Exams
15	Nov 28 – Dec 4	● -Course Review	● Modules 16–17 Exam ● 17.8.2 Packet Tracer ● Study for Finals
16	Dec 5 – Dec 11	● Final Exams	● Hands-On Final Exam; ● Multiple-Choice Final Exam