

## IT ESSENTIALS

The Cisco IT Essentials Education Program: PC Hardware and Software enables participants to learn how to build, repair, format and support a computer, how to build computer networks for small and medium businesses, how to install operating systems such as Windows and Linux, how to deal with a malfunction, but also clean up computers and mobiles from viruses and malware.

Along with the latest equipment and with a series of regular assessment tests and guidance from instructors with 15 years of experience in the field of technology, you will gain competitive knowledge and at the same time you will prepare for the final certification process.

## CERTIFICATION

After the successful completion of the seminar and the related examinations, participants will receive a **Cisco Certification Notice**.

In the educational context, it is possible to participate and prepare for **exams** leading to **formal certification** so that one can work as a computer and network technician.

In addition, those who have attended the **Cisco IT Essentials: PC Hardware and Software** courses can easily continue **CCNA** courses.

Certified Cisco Information Technology Essential Expert – CCITEE

## DURATION

The training consists of 70 hours with a duration of approximately 3-4 months. The specific days and hours of the lessons will be announced to the participants.

## EDUCATIONAL PROGRAM – SYLLABUS

During the seminar the trainers, under the supervision of an instructor, will learn:

- Methods to assemble a PC
- Format and installing windows and linux on PC and all necessary drivers to run other devices
- Latest hardware
- Ways of protecting machines, mobiles, laptops and materials
- To handle professional equipment and tools, such as screwdrivers, pliers, etc, required for computer technicians
- To deal with real damage scenarios and ways to solve them with professional technical support and they will have:
- Access to Cisco Networking Academy's specialized e-learning platform that provides access to multiple-choice content and questions with immediate scoring and flagging of errors to be examined under the guidance of the trainer
- Cisco Virtual Desktop and Cisco Virtual Laptop tools for familiarization with PC hardware as well as assembly process

**The syllabus includes:**

## First part – Basic

- Introduction to Personal Computer
- Secure PC Usage Procedures
- Assembling, Detecting & Solving Computer Errors
- Solving computer hardware and software problems and malfunctions
- Operating Systems
- Laptops & Portable Devices
- Printers & Scanners
- Personal Network and Communication Security
- Communication Skills

## 2nd part – Advanced

- Desktops
- Installation of Operating Systems and software
- Multi-user, multi-tasking operating systems such as Linux, Windows 2000, NT and XP
- Laptops
- Printers & Scanners
- Advanced Networking & Networking issues
- Advanced Computer Security Issues

## ENTRY CRITERIA – PREREQUISITES

- **20-25 hours / week of studying are required.** If you do not have enough time, this is not the program for you.
- **Projects and tasks will be given to you every week.** If you don't do the projects, you cannot attend the lesson. Each subsequent lesson is based on the previous one.
- **Following 8 hours / week of lessons is required.**
- **The seminar will last for 3-4 months.** You must be in Athens to follow it.
- **The program is offered to all,** regardless of nationality.
- A genuine interest for Computers and networks **is required.**
- Good knowledge of English **is required.**
- An initial level of PC knowledge **is required.**