



*New registration deadline
and class times!*

Monroe County Community School Corporation

Adult Education

Computer Support Specialist

Spring 2012



Registration Form: **Computer Support Specialist, Spring 2012**

Name _____ Date of Birth ____/____/____

Mailing Address _____

City, State and Zip _____

Phone Number (____) _____ Email Address _____

I have: a high school diploma or GED OR current enrollment and regular attendance in Adult Basic Education classes with required TABE scores

Form of payment enclosed (payable to MCCSC): check or money order

Copy of WorkOne training voucher with name of WorkOne case manager _____

Company purchase order (company name _____ PO number _____)

Detach and mail with payment by Feb. 10, 2012, to: **MCCSC Adult Education, Broadview Learning Center,
705 W. Coolidge Dr., Bloomington, IN 47403**

Career Pathways for Adults

► Computer Support Specialist

In this course you will gain foundation-level knowledge and skills necessary to work successfully in PC support. As the starting point for a career in information technology, it will help you gain competence in areas such as installation, preventive maintenance, networking, security, and troubleshooting. Upon successful completion of this program, you may sit for the A+ certification exams.



Specifically, you will learn:

- Fundamentals of computer technology, networking, and security
- Basic functions of an operating system
- Basic troubleshooting
- Proper safety procedures
- Effective interaction with customers and peers
- Procedures to install, configure, upgrade, and maintain PC workstations and networks
- How to resolve PC, OS, and network connectivity issues



CompTIA A+ Course Information:

Days: Tuesdays and Thursdays (13 weeks)
Dates: February 21 – May 23, 2012
(No class the week of March 12)
Time: 6:00 – 9:00 pm
Location: Broadview Learning Center, Room 141
 705 W. Coolidge Drive, Bloomington, IN 47403
Tuition: \$1,487 (includes all materials and A+ certification tests)
Phone: (812) 330-7731
Register by: February 10, 2012
Refunds: No refunds after the first day of class.
Requirements: (1) High school diploma or GED or (2) current enrollment and regular attendance in Adult Basic Education classes with TABE reading and math scores at 10.0+.

Why certify?

- **Learn new skills to get a job** – Looking for work? Just starting out in the workforce? Certifications prove you know how to get the job done.
- **Retain your job and salary** – Make sure your expertise stands above the rest. Competence is usually retained during times of change, and certification can lock you into tiered salary levels.
- **Want to change jobs?** – Whether you are pigeonholed in a job you don't want, see limited advancement or are looking for a career change, certifications can qualify you for new opportunities. Get your career moving in the right direction!
- **Stand out in the résumé pile** – Hiring managers can demand candidates with the strongest skill set. With a validated certification (or two!) on your résumé, hiring managers know more about you before they even call for an interview.
- **IT is everywhere!** – Information Technology is needed in most companies across industries and there are too few trained professionals to fill the jobs. Get certified and get ahead as IT continues to grow.

Typical occupations for graduates of Computer Support Specialist* programs in Indiana: Selected Labor Market Information

Occupation	Hourly wages	Employment			
		2008	2018	Total growth	Total openings
Computer & Information Scientists, Research	\$40.04	150	196	46	78
Computer Specialists, All Other	\$32.35	1,764	1,932	168	548
Network and Computer Systems Administrators	\$27.92	5,934	6,961	1,027	2,016

- Total openings is the sum of growth and net replacements.
- Hourly wages is the 2009 Indiana median wage, which is midpoint between the lowest wage and the highest wage, for this occupation.
- For data questions, please contact lmidata@dwd.in.gov.



More information at: www.hoosierdata.in.com or
 MCCSC Adult Education • www.adult.mccsc.edu • (812) 330-7731