

## Fluency in Computer Technology

### LAP 16 – Computer Careers and Certification



Name \_\_\_\_\_

Period \_\_\_\_\_

Date Started \_\_\_\_\_

Date Completed \_\_\_\_\_

**DoDEA Standards**

- ◆ PT1g Identify capabilities and limitations of contemporary and emerging technology resources and access the potential of these systems and services to address personal, life-long learning, and workplace needs.
- ◆ PT5a Apply knowledge gained from individual assessment to a comprehensive set of goals and individual career path.
- ◆ PT5b Develop career awareness and related skills to enable them to make viable career choices and become employable in a variety of careers.

**Objectives**

- ◆ Describe career opportunities in the computer industry.
- ◆ Discuss how to prepare for a career in the computer industry.
- ◆ Define the term certification.
- ◆ Describe types of IT certification.
- ◆ List the benefits of certification.
- ◆ Explain considerations for choosing a certification.
- ◆ Describe methods of preparation for certification.
- ◆ Discuss features of certification examinations and recertification requirements.
- ◆ Understand how to keep informed about changes in certification.

**Resource** Discovering Computers 2002

Chapter 16: Computer Careers and Certification

**Time Frame** 5 hours (suggested)

**Introduction**

In Chapter 16 you will discuss the strong demand for computer and IT professionals and focus on the available careers, job preparation, and career development planning. Also included is information about certification preparation, examinations, and resources. Finally, you will learn about career development after certification.

**Assignments**

**Where appropriate and possible, written answers must be in complete sentences and keyed. Turn in completed activities as directed by instructor.**

- \_\_\_\_\_ Read *Discovering Computers* (textbook) pages 16.1 – 16.33.
- \_\_\_\_\_ Complete “Issue: Certification Versus Experience” on page 16.28. Respond to all the questions.
- \_\_\_\_\_ E-Revolution, page 16.33 “E-Arts E-Literature Applied”. Complete either number 1 or number 2.
- \_\_\_\_\_ Learn It Online, page 16.37. Complete numbers: 1 “Web Guide”, 2 “Scavenger Hunt”, 3 “Who Wants To Be A Computer Genius?”, 5 “Career Corner” and 6 “Search Sleuth”.
- \_\_\_\_\_ Checkpoint, pages 16.38 – 16.39. Complete: “Label The Figure”, “Matching”, “Multiple Choice”, and “Short Answer”.
- \_\_\_\_\_ In The Lab, page 16.40. Complete numbers: 1 “Using The Character Map Utility”, 2 “Adding A Scrap To The Desktop”, 3 “Toggle Keys” and 4 “Disk Maintenance”.

\_\_\_\_\_ Web Work, page 16.41. Complete numbers: 1 “Internet Economy”, 2 “Interviewing For An IT Career”, 3

“MOUS Certification” and 4 “In The News”.

\_\_\_\_\_ Complete the Self Assessment below.

\_\_\_\_\_ Take Chapter 16 Test.

**Self Assessment - “I/ I can . . . “**

- \_\_\_\_\_ describe career opportunities in the computer industry.
- \_\_\_\_\_ discuss how to prepare for a career in the computer industry.
- \_\_\_\_\_ define the term certification.
- \_\_\_\_\_ describe types of IT certification.
- \_\_\_\_\_ list the benefits of certification.
- \_\_\_\_\_ explain considerations for choosing a certification.
- \_\_\_\_\_ describe methods of preparation for certification.
- \_\_\_\_\_ discuss features of certification examinations and recertification requirements.
- \_\_\_\_\_ understand how to keep informed about changes in certification.