**COMPUTER AND INFORMATION TECHNOLOGY (COIT)**

The **Training Elements** of a student in Computer and Information Technology major entering a coop program in a company should include some or all of the following:

1. **Help Desk Support**
	* Centralized Support for IT related problems
	* Involve in Incident Management Process
	* Information Technology Infrastructure Library (ITIL) Best Practices.
2. **Network Design and Installation**
	* Structured data cabling.
	* Planning the network with Active devices.
	* Installing and Configuring Computer Networks.
	* Installing, Configuring and Maintaining Network OS
3. **Network Administration**
	* Monitoring and controlling Computer Networks
	* Usage of Network Management software
4. **Business Continuity Planning**
	* Disaster Recovery Planning
	* Data Backup Management
	* Implementing Disaster Recovery Procedures
5. **Computer Graphics**
	* Multimedia Design using Software like Adobe Photoshop, flash etc.
6. **Web Design and Content management**
	* Designing of Web sites using Standard tools.
	* Content Management and regular update of web sites
7. **Personal Computer Support**
	* Working as a team member at Support centers
	* On site customer Support
	* Assembling and configuring PCs/ Laptops/ Mobile devices
8. **Computer and Network Security**
	* Implementing security protocols and procedures in Organizations
	* Planning, Designing and Maintaining Network security.
9. **Programming skills related to customization of applications.**
	* Object oriented programming as a support.
	* Building Scripts.
10. **Application Support**
	* Installing and Configuring Application software
	* Supporting Application software on different Platforms.
11. **Database Administration**
	* Administration of RDBMS

Usage of SQL