**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