

MITS  
Management  
&  
Information  
Technology  
Solutions,  
Inc.

2019-  
20

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## MISSION STATEMENT

The mission of MITS is to serve students, employers, and their communities through occupational education for careers in Business Technology, Information Technology, Healthcare Informatics and Management. Aligning the students' skills to emerging trends in the job market, our goal is to optimize time and resources to help students with their career goals.

- 1. Certificate of Approval To Operate Issued by Illinois Board of Higher Education, 1 N. Old State Capitol Plaza, Suite 333, Springfield, Illinois 62701*

*Not accredited with US Department of Education recognized accrediting body.*

# **MITS** Management & Information Technology Solutions, Inc.

1701 E Woodfield Road Suite # 750 Schaumburg IL 60173  
Class Room Extensions: Oak Brook and Gurnee

**Telephone:** (847) 413 – 9334  
**Toll Free:** 1-888-999-MITS (6487)  
**Fax:** (847) 413 – 9359  
**www.mits-usa.com**

***We appreciate your interest in MITS' Training Programs. We are committed to providing you with the highest quality training in Information Technology at an affordable cost to the student.***

## **Location**

*The training center is conveniently located near Woodfield Mall in Schaumburg near the intersection of Route 53 and I 90. It is easily accessible from the entire Chicagoland area.*

## **Instructors**

*Our instructors are among the best in the Information Technology Industry. Their expertise enables them to instill in the students a strong desire to learn, strive, and succeed within the field of technology. Our instructors are committed to providing individualized personal attention to every participant. We pride ourselves in having a sensitivity to individual learning styles and will work with a motivated student to help them reach their highest potential. The instructors at MITS understand that their own personal success as teachers is directly linked to the success of our students.*

## **Class Room and Lab**

*Most of the instruction provided during class is hands on. Every student is provided with an independent terminal to practice on. In addition to this, our labs are opened on weekdays and Saturdays for students who need extra time for practice and the completion of assignments.*

*We believe that a multi-modal approach to instruction is the best possible manner in which to instruct and impact our students. We strive to create a comfortable learning environment, which helps our students make a smooth transition from the classroom to the business world.*

*To make this program truly hands on, the participants are not burdened with note-taking as individual copies of notes and source code are provided at every class. While line by line explanation is being given, the students are encouraged to work on their respective terminals. This helps them not only to practically apply the given information, but also to develop and enhance their computer skills. It is very important to us to help our students to not only learn the course work but also become very comfortable in the applying what they have learned.*

### **Retraining Sponsorship**

*Eligible applicants may apply to Government agencies for attending this training program for sponsorship under retraining programs. Call us for details and assistance.*

### **Placement Help**

*MITS provides services to a variety of customers, networks, businesses and recruiters. Placement help is provided at no charge to the students, including resume preparation, interviewing skills and, if available, leads of potential employers.*

### **Ongoing Interaction**

*Review and problem-solving sessions are held periodically to enable the former students to discuss areas of challenge they have encountered with a faculty member. This interaction with their peers enables them to keep themselves abreast of the latest technology.*

### **MITS Expertise and Foresight**

We at MITS have trained many professionals. We are proud to say that we have played a role for former students who are in the process of achieving breakthroughs in their careers from small, medium as well as large Fortune 500 companies. Below is a partial list of companies where our trainees have found success:

***Abbott Labs, AllState Insurance, Ameritech, Amoco, Anderson Consulting, Blue Cross Blue Shield, C N A Insurance, Chicago Rivet & Machines, Data General, GBC, General Electric, Greenbrier & Russel, IBS, Knowles Electricals, Michigan Deptt. Of Employment, Montgomery Ward, Morning Star, Motorola, Pampered Cheff, Panasonic, Signature Group, Sola, SSA, Triton College, Underwriter's Lab, United Airlines, University of Chicago US Robotics.***

### **Former Student Feedback**

Our most valuable indicator of our success as an IT Training Program is the feedback we receive from our former students. We place a high regard on the impressions and feedback from our students and use this feedback as a guide in our ongoing commitment to provide effective, state

of the art training. Again, it is our belief that the measure of our success as Information Technology Educators is directly connected to the growth and success of our students. We are very proud of the overwhelmingly positive evaluations we have been given by our former students.

**“I had attended many training programs in last five years and would rate MITS’ training as the best”**

**“ Hi. I am writing this letter to inform you that I have got a job at BP Amoco in their PMO (Project Management Office). I would like to thank you for offering excellent courses. The courses that I took and benefited from were PMP Preparation and UML. Both these courses had excellent content and above all were offered by extremely knowledgeable instructors in a professional setting.”**

**“I wanted to thank you for the great instruction provided by you and your staff.... It was exactly what I needed to jumpstart my career into very lucrative IT field.”**

**“ I highly recommend MITS. I picked them after researching four training facilities. Their training helped me land a 6 month contract position I recently started.”**

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**“Changing careers to after having worked as CPA looked intimidating initially. But MITS’ Oracle Application Development Program, gave me great confidence and to my surprise, career change worked out the way I planned. Small class size, professional ambiance, knowledgeable teachers with solid industry experience, projects to consolidate programming techniques worked phenomenally to give me confidence and successfully market my skills.”**

**“I found MITS course giving best value for money. Even though it meant traveling to another state every weekend, I think it was well worth the trouble.”**

## **CAREERPRO E-COMMERCE COMPREHENSIVE**

Management & Information Technology Solutions, Inc. provides the knowledge and tools that enable productivity, project management skill building and enterprise-wide project collaboration that will advance and support project management skill development for your career path, and throughout the organization. Tools to improve the processes and latest methodologies for development of SDLC and its management are also included.

### **Course Objectives:**

Main objective of this program is to provide comprehensive skill set for System Business analysis, management of projects with special emphasis on Software project management and applying Six Sigma principles to improve process engineering and lean manufacturing. Following are main areas of emphasis:

- Business systems Analysis.
- Project management Knowledge Areas and processes, PMP Certification Preparation ( Please see detailed outline)
- Tools for Requirement analysis and SDLC development.
- New methodologies like Agile
- Principles of Six Sigma. Preparation for ASQ Six Sigma Green Belt Certification. (Please see

### **Pre-Requisites**

Experience in Project Management, Accounting, Engineering or IT.

### **MODULE I**

#### **COURSE OUTLINE SOFTWARE ARCHITECTURE AND SOA**

IT Architecture

Implementation Design....

Integrated Application Architecture

Integrated Architecture: Advantages

#### **EVOLUTION OF IT ARCHITECTURE**

Challenges of Networking

Network Architectures

Need For Standardization

What middleware should do?

#### **ESSENTIALS OF RDBMS**

Multi Threading

REMOTE DATABASE ACCESS

REMOTE DATABASE ACCESS MESSAGE  
FLOW

Distributed Transaction Processing

Message Queuing and Distributed  
Transaction Processing

“OBJECT ORIENTED”

languages --Programming  
--middleware  
-- databases  
-- GUI Interfaces  
--Analysis

OBJECT MIDDLEWARE VS REMOTE  
PROCEDURE CALL  
OBJECT MIDDLEWARE STANDARDS  
CORBA COM/DCOM RMI (REMOTE  
Method Invocation)  
•CORBA  
CORBA – Add on Services  
COM/ DCOM  
CORBA Vs COM/ DCOM

APPLICATION TIERS WITH WEBSPPHERE,  
ORACLE APPLICATION SERVER,  
WEBLOGIC

Moving Data Between Tiers Distributed  
Transaction Coordinator (DTC)

ADDED REUSABILITY WITH  
APPLICATION/ BUSINESS LAYER

SERVICE ORIENTED ARCHITECTURE-  
OVERVIEW

EDI AS PRECURSOR TO SOA

SOA REQUIREMENTS

SOA PRINCIPLES: Reuse, [granularity](#),  
modularity, composability,  
componentization, Portability, and  
[interoperability](#).

SOAP, WSDL, UDDI

SOA Reference Architecture and Life  
Cycle Management

SOA and Web Services Protocols

SOA Meta Model

Service-Oriented Modeling Framework  
(SOMF)

SOA and Business Architecture

SOA and Network Management  
Architecture

Sample Service Architecture: Supply  
Chain Management Example

A typical 3-tier application architecture  
Vs Service Oriented Application  
Architecture  
J2EE and .Net Frame as platforms for  
SOA Development

## **BUSINESS ANALYSIS, REQ ANALYSIS RUP**

Core concepts of business analysis

- The role of the business analyst
- Effective requirements practices
- Introducing the six *BABOK*<sup>®</sup>  
knowledge areas

Underlying competencies of the BA

- Analytical thinking
- Business knowledge
- Problem solving
- Interaction
- Software applications

- Communication

#### Business Analysis Planning and Monitoring

Allocating requirements resources and tasks

- Identifying team roles and responsibilities
- Assigning work activities to team members
- Performing stakeholder analysis

Determining planning considerations

- Deciding how to manage requirements risks
- Selecting and estimating activity duration and effort

Agreeing to solution scope and change

- Reporting and communicating requirements status
- Quantifying project and product metrics

#### Elicitation

Collecting the stated requirements

- Preparing for and conducting elicitation activities
- Documenting and confirming elicitation results
- Actively engaging key stakeholders

Selecting the right elicitation techniques

- Brainstorming
- Document analysis
- Focus groups
- Interface analysis

- Interviews
- Observation
- Prototyping
- Requirements workshops
- Survey

#### Requirements Management and Communication

Communicating solution scope and requirements

- Addressing requirements traceability and reuse
- Building appropriate requirements packages

Managing conflicts, issues and changes

- Tracing requirements from origination to implementation
- Presenting requirements for approval and sign-off

#### Enterprise Analysis

Defining the business problem or opportunity

- Identifying capability gaps
- Choosing feasible solutions
- Conducting feasibility studies
- Approving the business case

Charting the project investment path

- Defining solution scope
- Participating in project selection

#### Requirements Analysis

Progressively elaborating the real requirements

- Analyzing the stated requirements

- Structuring and specifying requirements
- Performing gap analysis
- Verifying and validating
- Stating solution capabilities, assumptions and constraints

Applying the appropriate modeling techniques

- Data and behavior models
- Process and flow models
- Usage models

Solution Assessment and Validation  
Ensuring solutions meet stakeholder objectives

- Proposing alternate solutions and technology options
- Reviewing proposed solutions relative to requirements
- Allocating requirements across solution components
- Defining transition requirements for the new solution

Assessing organizational change readiness

- Validating that the solution meets the business need
- Creating training and user documentation
- Providing post-implementation support
- Evaluating solution performance after deployment

**Solution assessment and validation**

1. RDBMS
2. Structured Query Language
3. Object Oriented Analysis and Design Using Unified Modeling Language.
4. OO Principles
5. Use Case Analysis
6. Object and Classes
7. Links Associations Multiplicity
8. Inheritance and Reuse
9. Packaging
10. Introduction to Dynamic Modeling
11. Advanced Sequence Diagrams
12. Functional Modeling,; Making Models consistent
13. Exploring IBM Rational XDE
14. Analysis and project Design using Rational XDE
15. UML Diagrams using XDE
16. J2EECode Abstract Class Creation
17. Project

## MODULE II

### **Project Management**

Covers the requirements and objectives of Project Management Professional Certification of Project management Institute. Project Management Body of Knowledge comprises an exhaustive study of all aspects of project management and will be covered in this program.

This module prepares the participants to take PMP Certification examination



and covers PMI's PMBOK methodology and framework to manage business projects. The training also entails scenario based case studies.

**Course Outline:**

**Project Management Framework**

- Project management and other Management disciplines
- Project phases and project lifecycle
- Project Stakeholders and Organizational influences
- Project Processes, customizing process interactions
- Mapping of Project Management Processes

**Project Integration Management**

- Project Plan Development and execution
- Integrated change control

**Scope Management**

- Initiation
- Project Charter
- Scope Planning
- Scope Definition (Covered in depth)
- Scope Verification
- Scope Change Control

**Time Management**

- Activity Definition, Activity Sequencing
- Activity Duration Estimating
- Schedule development and control

**Cost Management**

- Resource Planning
- Cost Estimating
- Cost Budgeting and Control
- Resource Requirements and Estimate Cost

**Quality Management**

- Quality Planning

- Quality Assurance

- Quality Control

**Human Resource Management**

- Organizational Planning
- Staff acquisition and Team Development

**Risk Management**

- Risk Management Planning
- Risk Identification
- Qualitative and Quantitative Risk Analysis
- Risk Response Planning
- Risk Monitoring and Control

**Communication Management**

- Communication Planning
- Information Distribution
- Performance Reporting

**Procurement Management**

- Procurement Planning
- Solicitation and Solicitation Planning
- Source Selection
- Contract Administration and Closeout

**MS Project 2016**

This part is mostly hands on and covers various important functionality:

1. Getting started with Project
2. Creating Task List
3. Setting resources
4. Assigning resources to task
5. Formatting and printing your plan.
6. Tracking progress on tasks
7. Fine tuning Task Details
8. Fine – Tuning Resources and Assignment Details
9. Fine–Tuning the Project Plan
10. Organizing and Formatting Project Details
11. Printing Project Information

12. Publishing Project Information Online
13. Sharing project Information with other Programs
14. Viewing and Reporting Project Status
15. Tracking Progress on Tasks and Assignments
16. Getting Your Project Back On Track.
17. Applying Advanced Formatting
18. Customizing project
19. Measuring Progress with Earned Value Analysis
20. Consolidating Projects and Resources
21. Planning Work with Project Server

### **MODULE III**

#### **Principles of Six Sigma. ASQ Six Sigma Green Belt Certification Preparation.**

Certified Six Sigma Green Belt Certification Preparation

1. SSGB Course Introduction and Overview
2. Overview: Six Sigma and the Organization
  1. Six Sigma and Organizational Goals
  2. Lean Principles in the Organization
  3. Design for Six Sigma (DFSS) in the Organization
3. Define
  1. Process Management for Projects

2. Project Management Basics
3. Management and planning tools
4. Business results for projects
5. Team dynamics and performance

#### 4. Measure

1. Process analysis and documentation
2. Probability and Statistics
3. Collecting and summarizing Data
4. Probability distributions
5. Measurement system analysis
6. Process capability and performance

#### 5. Analyze

1. Exploratory data analysis
2. Hypothesis testing

#### 6. Improve & Control

1. Design of Experiments
2. Statistical Process Control
3. Implement and validate solutions
4. Control Plan

### **MODULE IV**

## Agile Project Management and ACP Certification

### Course Outline

#### I. General project management

Discuss how Software projects are managed using the traditional approaches.

- Project Managements triple constraints
- PMI definitions

#### II. Agile Project Management

Software projects are increasingly challenged to do more, faster, with less. That's the driver for Agile and Lean practices being applied within software projects. This session will introduce you to Agile, Agile Project Management and contrast Plan driven to Agile.

- Agile Manifesto
- Discuss all the various Agile Methodologies, such as XP, Scrum, DSDM, ASD, Crystal, FDD, AUP and Microsoft Solutions Framework
- Highlight/discuss the strengths/value of each methodology

#### III. Agile Planning

Discuss five levels of Agile Planning. Learn to differentiate between Vision and goals.

- Focus on learning to plan the Backlog, Product Releases and Iterations

#### Practice Session:

In this session we'll explore the release planning dynamics. Teams will be introduced to a case study and they will start with planning the case study at the five levels. (Vision, the goals and the features set)

#### IV. Release & Iteration Planning

Focus on practicing agile principles to add general agility to your projects.

- Backlog planning
- Iteration planning
- Daily planning
- Activities within Iterations
- Ground rules within Iterations

#### Practice Session:

In this session we'll explore the release planning dynamics. Teams will be composed of Product Owner, Coach and developer roles and will negotiating the trade-offs associated with fitting the proper content (prioritization, estimation) into an iteration.

#### V. Estimation & Work-Item Planning

This session begins our examination of specific Agile estimation techniques and how the techniques may also be applied to more traditional projects. We'll provide overviews of what are estimates and agile view of estimating.

- Planning Game (for release and iteration planning)
- Story based requirements & card based planning
- Wideband - Planning Poker
- Velocity - based estimation & planning
- Estimate in story points and Ideal days
- Explore the concept of "doneness"

#### Practice Session:

In this session we'll explore the use of Planning Poker, a derivation of the Wideband Delphi technique. We will apply these techniques to the case study.

#### VI. Agile Self-directed teams

Many of the agile methods subscribe to

a self-directed team model to increase the creativity, innovation and productivity within development teams.

- Scrum terms
- Team Roles
- Relationship of team maturity and performance

Practice Session:

In this session we'll explore the self directed team concept and how to empower the teams.

#### VII. Agile Coach

Agile Project Managers adopt the more effective coaching style in leading these teams. This session explores the critical attributes of high performance coaches.

- Agile PM
- What's my coaching style
- Communication
- Listening
- How to adapt and learn

Practice Session:

In this session we'll take the "what's my coaching style" quiz and learn about our own unique coaching styles. You'll learn how to create the sorts of conversations that are bi-directional and constructive-leading towards performance and collaboration improvements. It will also help hone and improve your listening skills.

#### VIII. Track, Measure & Report status

Agile teams track and report iteration status at team level. Iteration velocity is used as a performance tool.

- Discuss visual radiators
- Measure how we are doing
- Create Burn Up and Burn Down charts
- Discuss impacting forces
- Discuss re-planning estimating

Practice Session:

In this session we'll create the charts, learn how to use them.

#### IX. Retrospectives

Often we fail to learn from our mistakes and errors and carry those lessons actively forward for improvement.

Agility is truly about establishing a spirit of continuous improvement by reflecting on progress iteratively and making finely grained adjustments as required. Here we'll explore some of the secrets to running project retrospectives and making practical adjustments.

- Discuss feedback and review at the end of each iteration

#### X. Lean Methodologies

We will discuss what lean principles are, and how they apply to Software development.

- Lean concepts like the cost of defects and rework
- How much up-front design is right
- Finish before starting something else
- Feature Crews, JIT assignment
- Theory of Constraints

Practice Session:

In this session we'll explore the effects of multitasking by team members. We will also experiment with the concepts of "Theory of Constraints ". See how we can use these concepts towards making our projects more productive.

#### XI. Adopting Agile Project Management

The primary reason for examining Agile Project Management is to leverage its practices for agile technical evolution into your project thinking and toolbox. Discuss challenges faced with adoption and how to overcome them.

- How to get started with agile principles

- How to adjust from Traditional to Agile PM

**MODULE V**

ITIL consists of a series of books giving guidance on the provision of quality IT services, and on the accommodation and environmental facilities needed to support IT. ITIL has been developed in recognition of organizations' growing dependency on IT and embodies best practices for IT Service Management.

ITIL is the only comprehensive, non-proprietary source of service management best practices that is publicly available world wide. It contains an integrated set of well-documented processes including, among others:

- Service Desk
- Incident Management
- Problem Management
- Change Management
- Release Management
- Configuration Management
- Service Level Management
- Availability Management
- Capacity Management
- Financial Management for IT Services
- IT Service Continuity Management

**MODULE VI**

Big Data

**Fee:**

Registration Fee: \$100  
 Tuition: \$8000  
 Lab Fee: \$500

Books and Materials: \$500  
 Cert Test Fee: \$900  
**Total: \$ 10000**  
 May be paid in four equal monthly installments.

**Course Material:**  
 Text book, Instructor Notes, Source code for projects,

**Evaluation:**  
 Evaluation of project completed in the class room, 40%  
 Home assignments 20%  
 Project 40%

**Program Duration:** 26 Weeks/ 350 Hours

**Program Start and End dates:**

**Schaumburg**

Start Date: November 21, 2019  
 End Date: June 20, 2020

**Oak Brook**

Start Date: July 31, 2019  
 End Date: February 6, 2020

## **Medical Assistant Comprehensive**

Medical assistant is a health care professional who is cross-trained in different areas of patient care. The medical assistant participates in a wide variety of clinical duties such as clinical, laboratory, and administrative procedures. As a medical assistant, your duties could include administering injections, taking blood pressure readings, rooming patients, , insurance coding, medical records, and scheduling patients.

### **Prerequisites:**

High school Diploma, GED or equivalent and Computer Literacy

### **Learning Objectives:**

Upon completion of training, the students will be able to

- Measure and record vitals. And Patient histories
- Rooming of the patients preparing them for exams and routine testing
- Assist the physician with exams and minor office procedures
- Collects lab specimens
- Return pharmacy faxes after physician approves refills
- Send normal test results via mail to patients
- Dispose of biohazardous wastes according to OSHA standards
- Assist with phones, scheduling, referrals as needed
- Use Medical software for Patient scheduling and billing

- Maintain patient file electronically

### **Course Outline:**

The program covers foundation in anatomy and physiology as well as training and education in a wide variety of clinical skills. These clinical skills include taking vital signs, EKG, and phlebotomy. Medical assisting students are also taught to perform administrative support skills such as transcribing medical documents, managing the office, billing, and filing insurance claims. Following are essential components:

1. Medical Terminology
2. Human Anatomy and Physiology
3. Medical Law and Ethics Compliance (HIPAA)
4. Administrative Support: Medical Transcription for In-patient.
5. Office skills Administrative Support: Billing and Filing Insurance Claims.
6. Medical Coding ICD10, CPT HCPCS
7. Preparation for AHIMA Certification.
8. Patient Accounting System.
9. Preparing Patient for Physician visit- taking signs.
10. Patient Scheduling
11. Sanitization of equipment.

12. Phlebotomy

13. EKG

14. CPR

**Duration:**

28 Weeks / 400 Hours

Registration Fee:	\$100
Tuition	\$7400
Books and Material	\$500
Fees	\$800

**Total Fee: 9800.00**

**Schedule:**

**Schaumburg**

Start Date: September 19, 2019  
End Date: April 18, 2020

**Oak Brook**

Start Date: July 31, 2019  
End Date: February 21, 2020

**Gurnee:**

Start Date: November 13, 2019  
End Date: June 26, 2020

## **WEB DEVELOPMENT**

## **APPLICATION**

also introduction to XML and Dynamic HTML.

### **About the Program**

The first part of training program, Development of Web Page and its Maintenance will enable you to create a Web Page using various fonts, colors, pictures, movies, tables, frames and forms as well understand the issues like to promote your site on the internet. The tools included will be Adobe Photoshop and Adobe Dreamweaver. The second part will focus on Development using MySQL and PHP for interactive database driven development.

### **Prerequisites:**

Basic Programming Logic and concepts.

### **Course Description:**

The participants will be able to use programming skills and languages to implement distributed WebApplications.

### **Course Outline:**

#### **The Architecture of the Web and Introduction to HTML**

Understand how networks, message-passing protocols, Web servers, and browsers pass information in a

typical Web application. The course will cover both HTML 6.0 and

Introduction to HTML will include:  
Formatting text on a web page and creating links to other web pages  
Using images and image maps  
Creating forms  
Creating tables  
Creating frames

Introduction to XML and dynamic HTML will include

HTML: Limitations and Weaknesses  
Extensible Markup Language (XML), including XSL, XLL.HTML 6.0  
Cascading Style Sheets  
Document Object Model (DOM) Scripts.

### **JavaScript**

Introduction to JavaScript and HTML pages. Frames  
Creating Windows  
JavaScript Objects  
JavaScript and Forms  
JavaScript and Event Model  
JavaScript and Layers  
Drag and Drop in JavaScript  
JavaScript: Status bar and timeout.

### **MySQL , PHP**

The main focus will be interactive form querying information from the database and display in GUI form realtime, using PHP, MySQL.

Search Engine Optimization.

We may use server side tools such as Joomla or any other prevalent tool.

Students are encouraged to complete a project.

**Duration:** 12 weeks / 144 clock hours

### **Fee:**

Registration Fee: \$100

Tuition: \$5000

Books and



Materials: \$500

Lab Fee: \$400

**Total Fee: \$ 6000**

May be paid in three equal monthly installments.

**Course Material:**

Text book, Instructor Notes, Source code for projects.

**Schedule**

**Schaumburg**

Start Date: September 23, 2019

End Date: April 29, 2020.

**Evaluation:**

Evaluation of project completed in the class room, 40%

Home assignments 20%

Project 40%

## ORACLE APPLICATION DEVELOPMENT PROGRAM

### About the Program:

While preparing you for OCP Certification, the Oracle Application Development Program offers training in an integrated development of related skills including Client/Server Computing, SQL\*Plus, PL/SQL, Oracle Forms and Reports, and is designed to develop skills including creation of effective SQL query, data manipulation commands, stored procedures, stored functions, Database triggers, exploiting GUI technology to the full using Oracle Forms for Client Server and Internet Development

There has been a growing need for functionality, which augments and brings further improvements in the areas of productivity, usability and maintainability. The paradigms and tools remain as such unless they solve business problems and make it more productive. Oracle Developer and Designer have increasingly become a matter of choice with a large number of sophisticated developers. It is of paramount importance that you obtain training in doing exactly what the businesses expect.

For convenience the entire training program is divided into three modules.

### Prerequisites:

One year experience in Information Technology.

### Related exams:

Exam Number	Exam Title	Passing %	Duration
1Z0-047	Oracle SQL Expert	68%	2 hours
1Z0-147	Develop PL/SQL Program Units	68%	2 hours

### Course Outline

#### MODULE I

- CLIENT/SERVER COMPUTING : Information Technology Evolution, Client/Server concepts, Client/Server Alternative Forms, Client/Server Connectivity, Client/Server development.

- ORDBMS  
Introduction to Data Base Management System/ Relational Data Base Management System

#### Oracle 12 C support for Decision Support System and Internet

- Object Relational Database Management System.
- **Object Relational Technology and Oracle**

- SQL Developer/ ISQLPlus:  
Relational Overview, Relations, Views, Data Integrity, Referential Integrity, Attributes, Data Manipulation, Predicate Calculus, Entity Integrity.

- ORACLE:

Overview, Oracle Objects, Data structure, Dynamic SQL, Data Integrity, Oracle Database objects, Data Manipulation (SQL), Static SQL

- **Using Java with Oracle 11g**

- SQL  
Creating and populating a Table, Select Distinct, Predicate connections, Between Predicate, Null Existence Checking,

- SQL Developer  
SQL Commands, SQL Buffer Functions - Column functions, Scalar functions

**MODULE II**

**Build PL/SQL Program Units**

BASIC DBA TASKS:

**MODULE III**

**Internet Application Development I (Oracle Forms 6i)**

**MODULE IV**

**Internet Application Development II (Forms and Reports 6i)**

**PROJECT**

A complete lifecycle of a project including logical database design, data modeling, its physical implementation and designing front end application using enhanced features of Oracle Forms, Reports and Graphics.

**Duration:** 12 weeks / 148 clock hours

**Fee:**

Registration	\$100
Tuition:	\$4000
Books and Materials:	\$400
Test Fee:	\$500
<b>Total</b>	<b>\$5000</b> may be paid in three equal monthly installments.

**Course Material:**

Text book, Instructor Notes, Source code for projects.

**Oak Brook**

Start Date: September 5, 2019  
End Date: December 18, 2019.

**Evaluation:**

Evaluation of project completed in the class room, 40%  
home assignments 20%  
Project 40%

## **ORACLE DATABASE ADMINISTRATION**

The Oracle 11g Database provides the foundation for every type of e-business and information management solution. Gaining skills and credibility for your experience on the Oracle11g Database will open a great wealth of opportunity for you as an Oracle technical professionals. According to database scalability experts, there are an incredible amount of Oracle installations around the globe. Therefore you can find an increasingly high demand for those who are Oracle Certified.

### **Course Objectives:**

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Hands on, very intensive training aimed to meet three objectives:

1. Prepare for OCP (DBA 11g) certification (Four subjects)
2. Skills to optimize the performance of database and problem solving skills including routine database administration.
3. Ability to troubleshoot real life problems.

### **Prerequisites:**

One year experience in Information Technology.

### **Related Exams:**

1Z0-047: Oracle Database SQL Expert  
1Z0-047: Oracle Database SQL Expert

1Z0-051: Oracle Database 11g: SQLSQL Fundamentals  
1Z0-051: Oracle Database 11g: Fundamentals

1Z0-052: Oracle Database 11g: Administration  
1Z0-052: Oracle Database 11g: Administration

1Z0-053: Oracle Database 11g: Administration II  
1Z0-053: Oracle Database 11g: Administration II

### **Course Outline**

#### **MODULE I**

- **Object Relational Technology and Oracle 11g.**
- **JVM**
- **Data Modeling and Normalization, Entity Relationship**

The Information Systems; System Development Methodologies; Entity Relationship Modeling; ERM Relationships; ERM Attributes; ERM Entity Subtypes; Function Decomposition; DataFlow Diagrams

#### **Writing Basic SQL Select Statements**

#### **Restricting and Sorting Data**

## Single-Row Functions

Displaying Data from Multiple Tables

Aggregating Data using Group Functions

Subqueries

Producing Readable Output with iSQL\*Plus

Manipulating Data

Creating and Managing Tables

Including Constraints

Creating Views

Creating Other Database Objects

Controlling User Access

## MODULE II

- DISTRIBUTED DATABASE CONCEPTS AND FACILITIES

Communication and DDF; Object naming and Control; How distributed database performance is affected by OS Parameters Performance; Workload characterization and Forecasting; Performance Modeling; Network Topology Design; Distribution of Data and Applications.

Oracle Architectural Components

Getting Started With the Oracle Server

Data Dictionary Content and Usage

Maintaining the Control File

Managing Tablespaces and Data files

Managing Tables

Managing Indexes

Managing Privileges

Managing Roles

Managing an Oracle

Creating a Database

Maintaining Redo Log Files

Managing Tables

Managing Indexes

Managing an Oracle

Creating a Database

Maintaining Redo Log Files

Storage Structure and Relationships

Managing Undo Data

Maintaining Data Integrity

Managing Password Security and Resources

Managing Users

Using Globalization Support

## MODULE III

Networking Overview

Basic Oracle Net Architecture

Basic Net Server-Side Configuration

**Basic Oracle Net Services  
Client-Side Configuration**

□

**Usage and Configuration of  
the Oracle Shared Server**

**Backup and Recovery Overview**

**Instance and Media Recovery  
Structures**

**Configuring the Database  
Archiving Mode**

**Oracle Recovery Manager  
Overview and Configuration**

**RMAN Backups**

**User-Managed Complete  
Recovery**

**RMAN Complete Recovery**

**User-Managed Incomplete  
Recovery**

**RMAN Incomplete Recovery**

**RMAN Maintenance  
Recovery Catalog Creation  
and Maintenance**

**Transporting Data Between  
Databases**

**Loading Data into a Database**

#### **MODULE IV**

**Oracle Performance Tuning  
Methodology  
Diagnostic and Tuning Tools**

**Sizing the Shared Pool**

**Sizing the Buffer Cache**

**Sizing other SGA Structures**

**Database Configuration  
and I/O Issues**

**Optimize Sort Operations**

**Diagnosing Contention For Latches**

**Tuning Rollback (or UNDO)  
Segments**

**Monitoring and Detecting  
Lock Contention**

**Tuning Oracle Shared Server**

□

**Application Tuning  
Using Oracle Blocks Efficiently**

**SQL Statement Tuning**

**O/S Considerations**

**Duration:** 12 weeks / 164 clock hours

**Fee:**

Registration: \$100

Tuition: \$5000

Books and

Materials: \$400

Test Fee: \$500

**Total: \$6000**

May be paid in three equal monthly installments

**Course Material:**

Text book, Instructor Notes, Source code for projects,

**Schedule:**

## **Schaumburg**

Start Date: September 21, 2019

End Date: December 14, 2019.

### **Evaluation:**

Evaluation of project completed in the  
class room, 40%

Home assignments 20%

Computer based simulated tests 40%.

## **Comprehensive System and Network Administration**

### **Course Objective:**

This course is meant for those with no or limited knowledge of System and Network Administration and wish to start a career in Information Technology as Network and System Support and Administration.

### **About the Program:**

The program is specially designed as a package for imparting skills, which are highly marketable and products with scalability for future growth. It is well known that jobs in Information Technology are rated among the best on the basis of, *inter alia*, earning, prestige and job growth. However to be truly successful an in depth skill set is essential.

**The Comprehensive System and Network Administration Training program offers a skill set which though not vendor specific, is highly marketable and offers scalability for future growth.**

### **ADMISSION REQUIREMENTS:**

High School Diploma.

### **Course Modules**

- ◆ Introduction to Information Systems (A+ Certification)
- ◆ Supporting Office Applications like Microsoft Word, Excel,
- ◆ MOS Certification

- ◆ Access, Publisher, Front Page
- ◆ Publishing Web sites
- ◆ Fundamentals of Networking (Network +)
- ◆ Network and System Administration with Microsoft Windows 2008 Suite (MCTS)
- ◆ Unix System and Network Administration (Sun Solaris)
- ◆ WAN with CISCO (CCNA)

### **DURATION:**

46 weeks. The classes will meet on the weekdays or weekends or evenings for instructor led hands on training. The participants are encouraged to spend more time in the lab during flexible lab hours. Technical help is available during lab hours.

34 Weeks/ 640 clock hours

### **FEE:**

Registration: \$100  
Tuition: \$10000  
Books and  
Materials: \$500  
Lab Fee: \$800  
Test Fee: \$600

**Total: \$ 12000 .00**

### **Schedule:**

To be declared

### **EVALUATION:**

Class work, home assignments 40%  
Final project 30%  
Computer based simulated tests 30%



## **METHODS OF STUDENT PAYMENT**

Company PO/ WorkNet ITA Voucher is expected at time of enrollment for students sponsored by employer or by WorkNet. In case of students not sponsored, fees can be paid in equal monthly installments. Registration Fee up to \$ 150 and first monthly installment expected on the date of Enrollment. Students may pay by any of the following methods:

1. By check
2. Money Order
3. Credit Cards: Amex, Master Card or Visa

Alternatively, students may submit following documents:

1. Company Purchase Order
2. ITA Voucher from Illinois WorkNet Centers

## **ACADEMIC CALENDAR**

With classes regularly scheduled, MITS operates on a continuous calendar. New sessions are typically started every Six Weeks. There are no set academic semesters. Classes are offered Monday through Saturday with following Schedules:

1. Daytime
2. Evenings
3. Saturdays

MITS is closed on following Holidays:

1. New Year's Day
2. Easter
3. Memorial day
4. Independence Day
5. Labor Day
6. Thanksgiving Day
7. Christmas day

## **POLICIES PERTAINING TO ABSENCE AND TARDINESS**

MITS expects students to attend every scheduled class session. A student must attend a minimum of 70% of scheduled class hours to meet satisfactory academic progress and graduation requirements.

A student is considered tardy should they enter class room 15 minutes after the class starts. No more than two events of tardiness will be allowed in a four weeks period.

## **PROCEDURE FOR OBTAINING TRANSCRIPT**

Certificate of Completion will be mailed to the students within Six weeks of completing requirements of the training program. Students may request copy of Transcripts in writing and Transcript will be mailed within three weeks or receipt of such a request.

## **Details of Grievance Redressal Procedure**

We make every effort to be proactive and minimize the possibility of any student having grievance. However, in the event of a participant having grievance, following procedure should be followed:

1. Bring your grievance to the attention of instructor. Within a week, the instructor will discuss and redress the grievance.
2. In case grievance is not redressed, the participant shall bring it to the attention of the Director, Harinder Singh.
3. In case the Director does not give a response within seven days, grievance should be conveyed in writing.

Illinois Board of Higher  
Education  
PBVS Division  
1 N. Old State Capitol Plaza,  
Suite 333, Springfield, Illinois  
62701  
<http://www.ibhe.org>



## **FINANCIAL AID**

Not Eligible for Title I, Pell Grant, FAFSA

## **TRANSFERABILITY**

The school does not guarantee the transferability of credits to another school, college, or university. Credits or coursework are not likely to transfer; any decision on the comparability, appropriateness and applicability of credit and whether credit should be accepted is the decision of the receiving institution.

GURNEE CLASS ROOM EXTENSION  
OFFERS FOLLOWING THREE  
COURSES:

CAREERPROE-COMMERCE  
COMPREHENSIVE

COMPREHENSIVE MEDICAL  
ASSISTANT

WEB APPLICATION DEVELOPMENT

OAK BROOK CLASS ROOM  
EXTENSION OFFERS FOLLOWING  
THREE COURSES:

CAREERPROE-COMMERCE  
COMPREHENSIVE

COMPREHENSIVE MEDICAL  
ASSISTANT

WEB APPLICATION DEVELOPMENT

