



Academy of Learning

C A R E E R C O L L E G E



Chinese



English

Network Administrator Diploma Program



CAREER OPPORTUNITIES

- Hardware Installation Coordinator
- Network Administrator
- Network Support Technician
- Network Operator
- Local Area Network (LAN) Administrator
- Local Area Network (LAN) Technician
- Network Infrastructure Specialist
- System Administrator
- Associate Network Administrator
- Network Operations Coordinator
- Network Engineer
- Network Support Technician

**Government Grants, Scholarships, and Financial Aid
May be Available For Those Who Qualify**



905-595-7775



admission@aolccrichmondhill.com



Unit 202, 10909 Yonge Street, Richmond Hill, Ontario. L4C 3E3

Network Administrator Diploma Program

Program Objectives

This program provides students with the necessary skill and knowledge to plan, install, and provide routine control over and manage exceptional situations in relation to quality communications network services in an information system. It provides in-depth knowledge of evaluating communications hardware, software, and transmission service alternatives against changing business requirements, maintaining links with network suppliers, localizing and rectifying faults in networks and handling non-routine user/customer problems, and providing expertise and practical assistance in delivering service as well as strategic and tactical plans.

Delivery Method

Combination of:

- Integrated Learning™ System training facilitated by Academy of Learning College facilitators
- Online/Hybrid


Duties & Responsibilities

Network Administrators duties may include:

- Maintaining, troubleshooting, and administering the use of local area networks (LANs), wide area networks (WANs), hardware, software, and related computer equipment.
- Monitoring and implementing network activities.
- Evaluating and installing computer hardware, networking software, and operating system software.
- Performing data backups and disaster recovery. Operations.

Career Opportunities

Recent studies indicate that strong growth in IT jobs, especially for skilled Computer and Network Operators, are expected over the next few years.

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Competencies Upon Completion

Operating Systems

Advanced level of proficiency in a Windows operating system

Word Processing

Basic level of proficiency in Microsoft Word

Spreadsheets

Basic level of proficiency in Microsoft Excel

Database Management

Basic level of proficiency in Microsoft Access

Office Skills

Basic level of proficiency in Microsoft Outlook Level 1 and Basic Bookkeeping Level 1

Business Skills

Project Management, Fundamentals Level 1, Business Correspondence Level 1, and Customer Service

Microsoft Certification

Microsoft Windows 7 Configuring, Microsoft Windows Server 2012: Installing and Configuring, Microsoft Server 2012: Administering, and Microsoft Server 2012: Configuring Advanced Services

PC Troubleshooting

CompTIA A+ 220-901 and CompTIA A+ 220-902

Computer Networking

CompTIA Network+, CompTIA Server+, and CompTIA Security+

Job Readiness/Employability Skills

Job Search and Résumé Writing and Strategies for Success

Financial Assistance

Several funding options exist for students, our Financial Aid Officer would be glad to answer any of your questions.

Student Financial Assistance Options include:

- Ontario Student Assistance Program (OSAP)
- Better Jobs Ontario Program
- Interest-Free Monthly Payment Plan Options



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