Career Training Catalog

★ ★ ★ ★ ★

2020-2021 Catalog

Volume 11 Published August 2020

LeapFox ™
Learning

www.leapfox.net and

https://www.newhorizons.com/boise/

From Our Education Director

On behalf of New Horizon Boise/LeapFox Learning, I would like to welcome you to our school. We are proud to have you at LeapFox Learning/New Horizon and we appreciate your service to our nation. Managing your educational, military, and personal responsibilities can be a challenge, and we strive to provide the services and support necessary to achieve your academic goals. At LeapFox you will find caring staff and teachers who care about your education experience.

Your decision to choose LeapFox for your education partner is a good one. Our training center started in 2008 and we have quickly become Idaho's premier adult technology training center.

Under S2248 PL 115–407 Section 103, Kookaburra Creek DBA LeapFox Learning/New Horizon will not impose a late fee, denial of access to facilities, or other penalty against a veteran or eligible dependent due to a late payment of tuition and/or fees from the VA up to the certified benefits amount. Any portion of the student bill not covered by VA benefits is still expected to be settled by the due date.

Our goal is to assist veterans, or the dependents of veterans, with the application and certification processes of veteran related benefits.

As a new student you can look forward to a rewarding and fulfilling education experience. I look forward to meeting and working with you.

Barb Lewis

Contents

Faculty

Governing Board

Ken Hamacher, Managing Member
BA Business Administration

Robyn Hamacher, Managing Member
BA Social Work

Administration

Ken Hamacher, Program Director
BA Business Administration

Barbara Lewis, Operations
Manager/Education Counselor/SCO
BS English, Minor in Communication
and Marriage and Family Studies

Freddy Arteaga, Veteran Rep
BA Business Administration

Gabriell Barela, Admin Assistant

Faculty Instructors

Julie Thompson, Accounting Instructor:
Certified QuickBooks Pro Advisor

Randy Mueller Technical Instructor:
CompTIA A+, Net+, Security+, Cisco,
MCSA, CEH, MCSE, MCSD

Kevin McCarty, Database and
Developer Instructor
MCT, MCSA
PHD Data Science

Jack Ferguson, PMP Instructor:
Certified PMP and member of PMI,
Certified SCRUM Master

Facilities

Training Rooms

LeapFox Learning has four training rooms with the following capacity:

Training Room 1 …… 18 computers

Training Room 2 …… 8 computers

Training Room 3 …… 4 computers

Training Room 4 …… 4 computers

Training Room 3 computers are equipped with dual monitors and is used as a learning lab classroom.

Software

Each of our training rooms is equipped with Office 2016.

Idaho Campuses

LeapFox Learning
2100 E. Fairview Ave Ste 12
Meridian, Idaho 83642
(208) 898-9036

Class Schedule

Session A, Day Courses
Monday – Thursday 12:00PM – 4:30PM
Monday – Friday 7:00AM – 3:00PM
Session B, Evening Courses
Monday – Thursday 4:00 PM – 9:00PM

Testing Hours,
Tuesday - Friday 9:00AM – 12:00 PM
　　　May be scheduled other times in advance

Campus

Training/Testing Room #4	Back Doors	Break Room

Training Room #2

Training Room #3

Training Room #1

Conference Room

Administration

Administration

Front Desk

Entrance

Student Policies

Program Enrollment

LeapFox Learning has a schedule of technical courses that repeats several times during the year. Our current class dates can always be viewed on our website. LeapFox does not have semesters. Rather, students can join monthly or quarterly classes whenever it works for them. Certain classes are accelerated for convenience of the student.

Attendance

Leave. As our schedule of technical courses repeats several times during the year, this makes our program compatible with Military responsibilities. If a student needs to take a leave of absence, they can simply rejoin our program when they return. The classes they were scheduled to attend will repeat every 4-8 weeks so there will be minimal amounts of wait time.

Absences. Class will be rescheduled for the following approved absences:

*Medical absence with doctors note

*Family Emergency as approved by LeapFox Program Director

Class Cuts. Class cuts may result in class not being rescheduled. Students will have to make up the hours on their own time.

Tardiness. Students who are tardy will need to make up the time late at the end of each class.

Unsatisfactory Attendance. Students missing more than 10% of their semester will need to talk with the LeapFox Program Director and may be required to take retake certain classes or labs to quality for sitting for certification tests.

Grading

LeapFox Certificate of Completion, Graduation requirements. All students will receive a certificate of completion upon meeting the minimum requirements listed below:

90% Class Attendance and Participation

70% Quizzes and Tests (excluding pre-test)

70% Labs and Practical Tests

70% Cumulative Grade to pass course

Interruption. Every week the students' attendance and grades will be evaluated during a 4-week course. On accelerated classes, grades are checked daily. If any student in a 4-week course is below the minimum requirements for Certificate of Completion they will be notified in writing and will be given 5 days to bring their grade up.

In the one-week classes, student will have 24 hours to bring their grade up. If attendance and grades are not brought up to minimum requirements by the end of specified time, student education program will be interrupted, put on hold, or terminated.

Reentrance

For reentry to program student must:

1. Meet with his/her counselor to discuss
2. Participate in a Conference call with a) the LeapFox Program Director and the b) Veterans education counselor.
3. Write a formal request to be considered to re-enter the program.

Records. LeapFox keeps records on each student in the front office on premise. Records can be furnished to students upon request.

208.898.9036 | www.leapfox.net | Career Training Catalog

Student Policies

Certification Exams. Passing grades for certification exams depends on the vendor—Microsoft, Cisco, EC Council, CompTIA all have different pass requirements for their tests. **Veterans and their beneficiaries using any VA benefits; cost for exams cannot be included in the program.**

Records. LeapFox keeps records on each student in the front office on premise. Records can be furnished to students upon request.

Cooperative & Contract

LeapFox does not offer contracted courses.

Student Conduct

LeapFox Learning is an adult education center so we expect our students to act like adults. Inappropriate behavior includes but is not limited to:

• Swearing, cursing, using vulgar language
• Sexual harassment of staff or other students
• Disruptive behavior in class
• Drinking Alcohol at any point during class, taking illegal substances or abusing prescription drugs

Inappropriate behavior on the first offense will result in talking with LeapFox administration before continuing class.

Second offense will result in a one-week suspension from class and then student must meet with administration who will at their discretion determine whether student is fit to reenter class. Second offense in a one-week class will result in a termination of the class.

Administration may see fit to request student sign paperwork stating they understand if they continue to have behavior problems their status at LeapFox may be in permanent jeopardy.
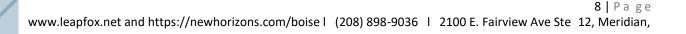
Progress Records

LeapFox admin staff keeps records of all students attending courses and their current passing status; records are kept in the front office on premises. Information is provided on demand to students and counselors. Records include:

*Class attendance records
*Teacher surveys (completed by student)
*Teacher comments concerning students
*Certification Exam scores
*Practice Test scores

Refund Policy

Student may receive full refund for the course. If student is taking a program (group of courses) and they are no longer able to continue training, then prorated refund fees will be returned to student within 30 days of written notification of cancellation.

.

Student Policies

Prior Credits

Previously obtained industry certifications are recognized by LeapFox and in some instances are prerequisites for certain courses offered. Previously obtained Certificates of Completion may be considered recognizable if they were obtained in the past 24 months and contain similar hours as provided by LeapFox. Program Director will be responsible for considering whether previously obtained Certificates of Completion are valid at LeapFox.

Review Prior Education. This institution will inquire about each Veteran's previous education and training, and request transcripts from all prior institutions, including military training, traditional college coursework and vocational training. Previous transcripts will be evaluated, and credit will be granted as appropriate.

Enrollment Dates

Students may enroll up to 120 days in advance of upcoming semesters. Students must be enrolled 24 hours before semester starts

Entrance Requirements are listed on each course description in this catalog.

2020-2021 Calendar

208.898.9036 | www.leapfox.net | Career Training Catalog

2020

July 3: Independence Day Observed

September 7: Labor Day

November 11: Veteran's Day

November 26-27: Thanksgiving Break

December 23—31: Christmas Break

2021

January 1 New Year's Day

May 24 Memorial Day

July 2 Independence Day Observed

September 6 Labor Day

November 11 Veteran's Day

November 25-26 Thanksgiving Break

December 23-31 Christmas Break

IT Certification Program Start Dates

CompTIA Certified Technician

Duration: 10 Weeks (180 hours)
Program Start Dates:
Quarterly

CompTIA A+ Certification (Accelerated)

Duration: 2 weeks (80 hours)
Program Start Dates
Monthly

CompTIA Network+ Certification (Accelerated)

Duration: 1 weeks (40 hours)
Program Start Dates:
Monthly

CompTIA Security+ Certification (Accelerated)

Duration: 1 week (40 hours)
Program Start Dates:
Monthly

IT Cyber Security Professional One (1)

Duration: 11 Weeks (198 hours)
Program Start Dates:
Quarterly

IT Cyber Security Professional Two (2)

Duration: 11 Weeks (198 hours)
Program Start Dates:
Quarterly

Cisco Certified Network Associate

Duration: 10 weeks (180 hours)
Program Start Dates
Quarterly

Cisco Certified Network Associate (Accelerated)

Duration: 2 weeks (80 hours)
Program Start Dates:
Monthly

Project Management Professional (PMP)

Duration: 1 week (40 hours)
Program Start Dates:
Quarterly

QuickBooks Accounting

Duration: 4 weeks (72 hours)
Program Start dates:
Quarterly

CompTIA Certified Technician

Description: This program is designed for the entry-level computer technician. This program qualifies the student to work as an entry-level technician in nearly all IT departments.

Upon successful completion of the program, students will learn to:

CompTIA A+
- Identify the hardware components of personal computers and mobile digital devices.
- Identify networking and security fundamentals.
- Install, configure, and troubleshoot display devices.
- Install and configure peripheral components.
- Manage system components.
- Manage data storage.
- Identify the hardware and software requirements for client environment configurations.
- Identify network technologies.
- Install and configure networking capabilities.
- Support mobile digital devices.
- Support printers and multifunction devices.

CompTIA Net+
- Basics of networking theory, concepts, and networking methods
- Basics of networking data delivery
- Networking media, cabling, and hardware
- Networking protocols and the OSI model

- Networking Operating Systems
- TCP/IP fundamentals
- Networking security, including preventing and responding to incidents

CompTIA Sec+
- Identify the fundamental concepts of computer security
- Identify security threats and vulnerabilities
- Manage data, application, and host security
- Implement network security
- Identify and implement access control and account management security measures
- Manage certificates
- Identify and implement compliance and operational security measures
- Manage risk
- Troubleshoot and manage security incidents
- Plan for business continuity and disaster recovery

This program is offered as a full time 10-week program containing 180 hours of course instruction.

Tuition Breakdown with exam costs 10 Week Program (180 hours)	
Tuition Cost	$10,400.00
Program Materials	Included
Total Program Cost	$10,400.00

Tuition Breakdown without exam costs 10 Week Program (180 hours)	
Tuition Cost	$9,435.00
Program Materials	Included
Total Program Cost	$9435.00

Total Clock Hours: 180 clock hours
Time Required for completion: 10 weeks
Potential Certification: CompTIA A+, CompTIA Net+, & CompTIA Sec+
Prerequisites: Basic computer knowledge, determined by LeapFox Learning program director
Optional Exams: CompTIA A+, CompTIA Net+, & CompTIA Sec+

Summaries of courses: CompTIA A+ Certification Preparation—3-week, 54 clock hour course
CompTIA Net+ Certification Preparation—3- week, 54 clock hour course
CompTIA Sec+ Certification Preparation – 3-week, 54 clock hour course
Lab Work - 1-week, 18 clock hours

CompTIA A+ Certification Accelerated

Description: This program is designed for the entry-level computer technician. This program qualifies the student to work as an entry-level technician in nearly all IT departments.

Upon successful completion of the program, students will learn to:

- Identify the hardware components of personal computers and mobile digital devices.
- Identify networking and security fundamentals.
- Install, configure, and troubleshoot display devices.
- Install and configure peripheral components.
- Manage system components.
- Manage data storage.

- Identify the hardware and software requirements for client environment configurations.
- Identify network technologies.
- Install and configure networking capabilities.
- Support mobile digital devices.
- Support printers and multifunction devices.

This program is offered as a full time 2-week program containing 80 hours of course instruction.

Tuition Breakdown with exam cost 2 Week Program (80 hours)	
Tuition Cost	$3450.00
Program Materials	Included
Total Program Cost	$3450.00

Tuition Breakdown without exam cost 2 Week Program (80 hours)	
Tuition Cost	$2750.00
Program Materials	Included
Total Program Cost	$2750.00

Total Clock Hours: 80 clock hours
Time Required for completion: 2 weeks
Potential Certification: CompTIA A+ (two certifications)
Prerequisites: Basic computer knowledge, determined by LeapFox Learning program director
Optional Exams: CompTIA A+

Summaries of courses:
CompTIA A+ Preparation – 2 weeks, 80 clock hour course

CompTIA Network+ Certification Accelerated

Description: This program is designed for the entry-level computer and network technician. This program qualifies the student to work as an entry-level technician in nearly all IT departments.

Upon successful completion of the program, students will learn to:

- Basics of networking theory, concepts and networking methods
- Basics of networking data delivery
- Networking media, cabling and hardware
- Networking protocols and the OSI model

- Networking Operating Systems
- TCP/IP fundamentals
- Networking security, including preventing and responding to incidents

This program is offered as a full time 1- week program containing 40 hours of course instruction.

Tuition Breakdown with exam cost 1 Week Program (40 hours)	
Tuition Cost	$3150.00
Program Materials	Included
Total Program Cost	$3150.00

Tuition Breakdown without exam cost 1 Week Program (40 hours)	
Tuition Cost	$2800.00
Program Materials	Included
Total Program Cost	$2800.00

Total Clock Hours: 40 clock hours
Time Required for completion: 1 week
Potential Certification: CompTIA Network+
Prerequisites: Basic computer knowledge, CompTIA A+ certification or determined by LeapFox Learning program director
Optional Exams: CompTIA Network+

Summaries of courses:
CompTIA Network+ Certification Preparation – 1 week, 40 clock hour course

CompTIA Security+ Certification Accelerated

Description: This program is designed for the entry-level computer and network technician. This program qualifies the student to work as an entry-level technician in nearly all IT departments.

Upon successful completion of the program, students will learn to:

- Identify the fundamental concepts of computer security
- Identify security threats and vulnerabilities
- Manage data, application, and host security
- Implement network security
- Identify and implement access control and account management security measures

- Manage certificates
- Identify and implement compliance and operational security measures
- Manage risk
- Troubleshoot and manage security incidents
- Plan for business continuity and disaster recovery

This program is offered as a full time 1- week program containing 40 hours of course instruction.

Tuition Breakdown with exam cost 1 Week Program (40 hours)	
Tuition Cost	$3150.00
Program Materials	Included
Total Program Cost	$3150.00

Tuition Breakdown without exam cost 1 Week Program (40 hours)	
Tuition Cost	$2800.00
Program Materials	Included
Total Program Cost	$2800.00

Total Clock Hours: 40 clock hours

Time Required for completion: 1 week

Potential Certification: CompTIA Sec+

Prerequisites: Basic computer knowledge, CompTIA Network+ certification or determined by LeapFox Learning program director

Optional Exams: CompTIA Sec+

Summaries of courses:

CompTIA Sec+ Certification Preparation – 1 week, 40 clock hour course

CompTIA.

Cybersecurity Professional Program One (1)

Description: This high-level Information Technology security program is intended for IT professionals who want to expand their certifications and credentials in IT Security, while gaining practical knowledge of real-world threats and counter threats in the IT realm. This program prepares individuals in the specific network security discipline of Ethical Hacking and counter measures from a vendor-neutral perspective. The Certified Ethical Hacker certification will enhance the application knowledge of security officers, auditors, security professionals, site administrators, and anyone who is concerned about the integrity of the network's infrastructure. A Certified Ethical Hacker is a skilled professional who understands and knows how to look for the weaknesses and vulnerabilities in targeted systems and uses the same knowledge and tools as a malicious hacker to protect the network.

Upon successful completion of this course, students will learn to:

Certified Ethical Hacker

- Penetration testing methodologies
- Stealthy network recon
- Passive traffic identification
- Remote root vulnerability exploitation
- Privilege escalation hacking
- IPv6 Vulnerabilities
- Gaining remote access through a trojan
- Running shellcode in RAM vs. on disk
- Wireless insecurity
- Breaking IP-based ACLs via spoofing
- Abusing Windows named pipes for domain impersonation
- Evidence removal and anti-forensics
- Attacking network infrastructure devices
- Hacking by brute forcing remotely
- Hiding exploit payloads in jpeg and gif image files
- Hacking web applications
- Breaking into databases with SQL injection
- Cross-site scripting
- Hacking into Cisco routers

- Justifying a penetration test to management & customers
- CEH review
- Defensive techniques

CompTIA CASP

- Exploit systems using Metasploit Pro
- Manage risk in the enterprise
- Integrate computing, communications, and business disciplines in the enterprise
- Use research and analysis to secure the enterprise
- Integrate advanced authentication and authorization techniques
- Implement cryptographic techniques
- Implement security controls for hosts
- Implement security controls for storage
- Analyze network security concepts, components, and architectures, and implement controls
- Implement security controls for applications
- Integrate hosts, storage, networks, and applications in a secure enterprise architecture
- Conduct vulnerability assessments
- Conduct incident and emergency responses

This program is offered as a full time 11-week program containing 198 hours of course instruction.

Tuition Breakdown with exam cost 11 Week Program (198 hours)	
Tuition Cost	$11,500.00
Program Materials	Included
Total Program Cost	$11,500.00

Tuition Breakdown without exam cost 11 Week Program (198 hours)	
Tuition Cost	$9950.00
Program Materials	Included
Total Program Cost	$9950.00

Summaries of courses:
Certified Ethical Hacker Certification Preparation—4.5 weeks, 81 clock hour course
Total Clock Hours: 198 clock hours

Time Required for completion: 11 weeks
Potential Certification: CEH and CompTIA CASP
Prerequisites: CompTIA Security+ Certification or equivalent experience (2-4 years as a computer or server technician)
Optional Exams: CEH and CompTIA CASP Exams

Cybersecurity Professional Program Two (2)

Description: This high-level Information Technology security program is intended for IT professionals who want to expand their certifications and credentials in IT Security, while gaining practical knowledge of real-world threats and counter threats in the IT realm. This program prepares individuals in the specific network security discipline of Ethical Hacking and counter measures from a vendor-neutral perspective. The Certified Ethical Hacker certification will enhance the application knowledge of security officers, auditors, security professionals, site administrators, and anyone who is concerned about the integrity of the network's infrastructure. A Certified Ethical Hacker is a skilled professional who understands and knows how to look for the weaknesses and vulnerabilities in targeted systems and uses the same knowledge and tools as a malicious hacker to protect the network.

Upon successful completion of this course, students will learn to:

Certified Ethical Hacker
- Penetration testing methodologies
- Stealthy network recon
- Passive traffic identification
- Remote root vulnerability exploitation
- Privilege escalation hacking
- IPv6 Vulnerabilities
- Gaining remote access through a trojan
- Running shellcode in RAM vs. on disk
- Wireless insecurity
- Breaking IP-based ACLs via spoofing
- Abusing Windows named pipes for domain impersonation
- Evidence removal and anti-forensics
- Attacking network infrastructure devices
- Hacking by brute forcing remotely
- Hiding exploit payloads in jpeg and gif image files
- Hacking web applications
- Breaking into databases with SQL injection
- Cross-site scripting

- Hacking into Cisco routers
- Justifying a penetration test to management & customers
- CEH review
- Defensive techniques

CompTIA CYSA+
- Assess information security risk in computing and network environments.
- Analyze reconnaissance threats to computing and network environments.
- Analyze attacks on computing and network environments.
- Analyze post-attack techniques on computing and network environments.
- Implement a vulnerability management program.
- Collect cybersecurity intelligence.
- Analyze data collected from security and event logs.
- Perform active analysis on assets and networks.
- Respond to cybersecurity incidents.
- Investigate cybersecurity incidents.
- Address security issues with the organization's

Tuition Breakdown with exam cost 11 Week Program (198 hours)	
Tuition Cost	$11,500.00
Program Materials	Included
Total Program Cost	$11,500.00

Tuition Breakdown without exam cost 11 Week Program (198 hours)	
Tuition Cost	$9950.00
Program Materials	Included
Total Program Cost	$9950.00

Summaries of courses:

Certified Ethical Hacker Certification Preparation—4.5 weeks,

Lab work--1 week

99 clock hour course

CYSA+--4.5 weeks

Lab work-1 week

99 clock hour course

Total Clock Hours: 198 clock hours

Time Required for completion: 11 weeks

Potential Certification: CEH and CompTIA CYSA+

Prerequisites: CompTIA Security+ Certification or equivalent experience (2-4 years as a computer or server technician)

Optional Exams: CEH and CompTIA CYSA+

CISCO Certified Network Associate

Description: CCNA Routing and Switching training will provide students with the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks. This CCNA Routing and Switching program provides the knowledge and skills to make connections to remote sites via a WAN, mitigate basic security threats, and understand the requirements for wireless network access. CCNA Routing and Switching training covers (but is not limited to) the use of these protocols: IP, Enhanced Interior Gateway Routing Protocol (EIGRP), Serial Line Interface Protocol Frame Relay, Routing Information Protocol Version 2 (RIPv2), VLANs, Ethernet, and access control lists (ACLs).

Cisco Certified Network Associate (CCNA) Routing and Switching is a program for entry-level network engineers that helps maximize your investment in foundational networking knowledge and increase the value of your employer's network. The CCNA Routing and Switching validates the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks.

Upon successful completion of this course, students will have learned to:

- Describe network fundamentals and build simple LANs
- Establish Internet connectivity
- Manage network device security
- Describe the TCP/IP internet Layer, IPv4, its addressing scheme, and subnetting
- Describe the TCP/IP Transport layer and Application layer
- Describe IPv6 main features, addresses and configure and verify basic IPv6 connectivity
- Troubleshoot VLAN issues, explain how STP works, configure EtherChannel, and understand the idea behind Layer 3 redundancy
- Troubleshoot IP connectivity
- Define the characteristics, functions, and components of a WAN Configure and troubleshoot EIGRP in an IPv4 environment, and configure EIGRP for IPv6
- Configure, verify, and troubleshoot multi-area OSPF
- Describe SNMP, syslog and NetFlow, and manage Cisco device configurations, IOS images, and licenses
- Configure internet access using DHCP clients and explain and configure NAT on Cisco routers
- Describe the basic QoS concepts
- Describe the concepts of wireless networks, which types of wireless networks can be built and how to use WLC

This course is offered as a full-time 10- week program containing 180 hours of course instruction.

Tuition Breakdown with exam cost 10 Week Program (180 hours)	
Tuition Cost	$10,400.00
Course Materials	Included
Total Program Cost	$10,400.00

Tuition Breakdown without exam cost 10 Week Program (180 hours)	
Tuition Cost	$10,100.00
Course Materials	Included
Total Program Cost	$10,100.00

Total Clock Hours: 180 clock hours

Time Required for completion: 10 weeks

Potential Certification: Cisco Certified Network Associate (CCNA)

Prerequisites: Net+ or 1-2 years of experience with network

Optional Exams: CCNA 200-301

Summaries of courses:

Interconnecting Cisco Networking Devices 9 weeks, 18 clock hours

Lab Work - 1 week, 18 clock hours

CISCO Certified Network Associate Accelerated

Description: CCNA Routing and Switching training will provide students with the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks. This CCNA Routing and Switching program provides the knowledge and skills to make connections to remote sites via a WAN, mitigate basic security threats, and understand the requirements for wireless network access. CCNA Routing and Switching training covers (but is not limited to) the use of these protocols: IP, Enhanced Interior Gateway Routing Protocol (EIGRP), Serial Line Interface Protocol Frame Relay, Routing Information Protocol Version 2 (RIPv2), VLANs, Ethernet, and access control lists (ACLs).

Cisco Certified Network Associate (CCNA) Routing and Switching is a program for entry-level network engineers that helps maximize your investment in foundational networking knowledge and increase the value of your employer's network. The CCNA Routing and Switching validates the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks.

Upon successful completion of this course, students will have learned to:

- Describe network fundamentals and build simple LANs
- Establish Internet connectivity
- Manage network device security
- Describe IPv6 basics
- Troubleshoot VLAN issues, explain how STP works, configure EtherChannel, and understand the idea behind Layer 3 redundancy
- Troubleshoot IP connectivity
- Define the characteristics, functions, and components of a WAN Configure and troubleshoot EIGRP in an IPv4 environment, and configure EIGRP for IPv6
- Configure, verify, and troubleshoot multi-area OSPF
- Describe SNMP, syslog and NetFlow, and manage Cisco device configurations, IOS images, and licenses

This course is offered as a full-time 2- week program containing 80 hours of course instruction.

Tuition Breakdown with exam cost 2 Week Program (80 hours)	
Tuition Cost	$4400.00
Course Materials	Included
Total Program Cost	$4400.00

Tuition Breakdown without exam cost 2 Week Program (80 hours)	
Tuition Cost	$4100.00
Course Materials	Included
Total Program Cost	$4100.00

Total Clock Hours: 80 clock hours

Time Required for completion: 2 weeks

Potential Certification: Cisco Certified Network Associate (CCNA)

Prerequisites: CompTIA Network+ or 1-2 years of experience with network

Optional Exams: CCNA 200-301

Summaries of courses:

Interconnecting Cisco Networking Devices 2 weeks, 80 clock hours

Project Management Professional (PMP®)

Description: Project Managers are those who define projects and its work plan. They facilitate commitment and productivity of team members. Having your PMP certification sets you above all other Project Managers.

Upon successful completion of this course, students will have learned to:
- Prepare to take the PMP exam
- Become familiar with PMBOK Guide terms, definitions, and processes
- Master test-taking techniques
- Learn styles and types of questions found on the PMP exam
- PMOK Guide's five process groups, ten knowledge areas, and the area of professional and social responsibility

This program is offered as a full time 1- week program containing 40 hours of course instruction.

Tuition Breakdown with exam cost 1 Week program (40 hours)	
Tuition Cost	$3550.00
Course Materials	Included
Total Program Cost	$3550.00

Tuition Breakdown without exam cost 1 Week program (40 hours)	
Tuition Cost	$2995.00
Course Materials	Included
Total Program Cost	$2995.00

Total Clock Hours: 40 clock hours
Time Required for completion: 1 week
Potential Certification: PMP Certification

Prerequisites:

- Secondary degree (high school diploma, associate degree or the global equivalent)
- 7,500 hours leading and directing projects
- 35 hours of project management education
                    OR
- Four-year degree
- 4,500 hours leading and directing projects
- 35 hours of project management education

Summaries of courses:

Project Management Professional certification preparation, 1 week, 40 hours

QuickBooks™ Certified

Description: QuickBooks is the leading accounting and payroll software for small to medium businesses. Its intuitive interface is easy to understand, even if you lack an accounting or financial background. It integrates with other programs such as Microsoft Excel, making it easy to export data. QuickBooks certification plays a key role in the following jobs: Bill and Account Collector, Billing and Posting Clerk, Bookkeeping, Accounting, Auditing Clerk, Payroll and Timekeeping Clerk, Procurement Clerk, Financial Clerk.

Upon successful completion of this course, students will have learned to:
- Overview and company set-up
- Selling services and products
- Banking and paying bills
- Reports, graphs, and custom forms
- Payroll
- Estimating and time tracking
- Letter and contact management
- Estimating, time tracking, job costing. Learn to track profitability per employee and per jo
- Easily create estimates and convert those estimates to real invoices
- Memorize Transactions to save time and increase accuracy
- Setting up lists to efficiently and quickly use QuickBooks to perform everyday accounting and customer management tasks
-

This course is offered as a full-time 4- week program containing 72 hours of course instruction.

Tuition Breakdown with exam cost 4 Week Program (72 hours)	
Tuition Cost	$3299.00
Program Materials	Included
Total Program Cost	$3299.00

Tuition Breakdown without exam cost 4 Week Program (72 hours)	
Tuition Cost	$2950.00
Program Materials	Included
Total Program Cost	$2950.00

Total Clock Hours: 72 clock hours
Time Required for completion: 4 weeks
Potential Certification: Intuit QuickBooks
Prerequisites: Have some experience in computer use to include Word and Excel along with basic math skills.
Optional Exams: Intuit QuickBooks exam

Summaries of courses:
Phase 1: QuickBooks – 2.5 weeks, 45 clock hours
Phase 2: Excel, -1-week, 18 clock hours
Phase 3: Finances, -.5-week, 9 clock hours

www.leapfox.net l (208) 898-9036 l 2100 E. Fairview Ave Ste 12, Meridian, ID 83642