

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST  
FSC Group 69

**SIN 27-400 - Instructor-Led Training**

**SIN 27-500 – Course Development and Test Administration**

# InovaTech

InovaTech School of Applied Technology  
6408 Brookstone Lane  
Suite C  
Fayetteville, NC 28314  
(910) 764-1111

[www.inovatechnc.com](http://www.inovatechnc.com)

**Disabled Veteran Owned Small Business**

**DUNS: 118736623**

General Services Administration  
FEDERAL SUPPLY SERVICE

**Contract Number: GS-02F-0122R**  
**Period Covered by Contract: 4/20/05 THRU 4/19/10**

**Pricelist current through Modification # \_\_\_\_\_, dated \_\_\_\_\_**

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

**Table of Contents**

1a. Table of awarded special item numbers..... 2

1b. Identification of the lowest priced model ..... 2

2. Maximum order. .... 2

3. Minimum order. .... 2

4. Geographic coverage. .... 2

5. Point of production ..... 2

6. Discount from list prices or statement of net price. .... 2

7. Quantity discounts. .... 2

8. Prompt payment terms. .... 2

9a. Notification that Government purchase cards are accepted below the micropurchase threshold. 2

9b. Notification whether Government purchase cards are accepted or not accepted above the micropurchase threshold..... 2

10. Foreign items. .... 2

11a. Time of delivery. .... 2

11b. Expedited Delivery..... 3

11c. Overnight and 2-day delivery..... 3

11d. Urgent Requirements..... 3

12. FOB. .... 3

13. Ordering address..... 3

14. Payment address..... 3

15. Warranty provision..... 3

16. Export packing charges, if applicable. .... 3

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level). .... 3

18. Terms and conditions of rental, maintenance, and repair..... 3

19. Terms and conditions of installation ..... 3

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices..... 3

20a. Terms and conditions for any other services (if applicable) ..... 3

21. List of service and distribution points (if applicable)..... 3

22. List of participating dealers..... 3

23. Preventive maintenance..... 4

24. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants. . 4

25. Data Universal Number System (DUNS) number. .... 4

26. Notification regarding registration in Central Contractor Registration (CCR) database. .... 4

27. Attachment 1 – course descriptions..... 5

    a. InovaTech Course Descriptions ..... 5

    b. Pricing - Individual Courses ..... 42

28. Attachment 2 – course development; test administration..... 50

    a. InovaTech Course Development Labor Categories..... 50

    b. InovaTech Course Development: Test Administration Labor Categories Pricing ..... 55

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS..... 56

BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE..... 57

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS” ..... 60

**A U T H O R I Z E D F E D E R A L S U P P L Y S C H E D U L E P R I C E L I S T**

**Information for Ordering Offices**

**1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS**

<b>Special Item Number</b>	<b>Page Number</b>
<b>27-400 Instructor-Led Training</b>	<b>Attachment 1</b>
<b>27-500 Course Development and Test Administration</b>	<b>Attachment 2</b>

**1b. IDENTIFICATION OF THE LOWEST PRICED MODEL**

Not Applicable

**2. MAXIMUM ORDER.**

\$1,000,000

**3. MINIMUM ORDER.**

\$50.00

**4. GEOGRAPHIC COVERAGE.**

This contract provide coverage for the 48 contiguous states, Alaska, Hawaii, Puerto Rico, and the District of Columbia.

**5. POINT OF PRODUCTION**

InovaTech, Inc.  
6408 Brookstone Lane  
Suite C  
Fayetteville, NC 28314

**6. DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE.**

See Attachments 1 & 2

**7. QUANTITY DISCOUNTS.**

**SIN: 27-400 Instructor-Led Training**

10 - 19 students      13.5%  
20 - 29 students      16 %  
30 or more students   18.5 %

**SIN: 27-500 Course Development; Test Administration**

None

**8. PROMPT PAYMENT TERMS.**

None.

**9a. NOTIFICATION THAT GOVERNMENT PURCHASE CARDS ARE ACCEPTED BELOW THE MICROPURCHASE THRESHOLD.**

InovaTech, Inc. will accept Government purchase cards below the micro-purchase threshold.

**9b. NOTIFICATION WHETHER GOVERNMENT PURCHASE CARDS ARE ACCEPTED OR NOT ACCEPTED ABOVE THE MICROPURCHASE THRESHOLD.**

InovaTech, Inc. will accept Government purchase cards above the micro-purchase threshold.

**10. FOREIGN ITEMS.**

None.

**11a. TIME OF DELIVERY.**

In accordance with schedule specified by delivery order.

**Information for Ordering Offices**

- 11b. EXPEDITED DELIVERY.**  
As negotiated between InovaTech, Inc. and the ordering agency.
- 11c. OVERNIGHT AND 2-DAY DELIVERY.**  
Not applicable.
- 11d. URGENT REQUIREMENTS.**  
Not applicable.
- 12. FOB.**  
InovaTech, Fayetteville NC location or as agreed to between InovaTech and the ordering agency in each delivery order.
- 13. ORDERING ADDRESS.**  
InovaTech, Inc.  
6408 Brookstone Lane  
Suite C  
Fayetteville, NC 28314
- 14. PAYMENT ADDRESS.**  
InovaTech, Inc.  
6408 Brookstone Lane  
Suite C  
Fayetteville, NC 28314
- 15. WARRANTY PROVISION.**  
InovaTech, Inc., allows students to retake a class at no charge if they believe the quality of instruction was not adequate.
- 16. EXPORT PACKING CHARGES, IF APPLICABLE.**  
Not applicable.
- 17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICROPURCHASE LEVEL).**  
The Government Purchase Card is accepted for orders above or below than the micro-purchase threshold.
- 18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR**  
Not Applicable.
- 19. TERMS AND CONDITIONS OF INSTALLATION**  
Not Applicable.
- 20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES**  
Not applicable.
- 20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE)**  
Not applicable.
- 21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE).**  
InovaTech, Inc.  
6408 Brookstone Lane  
Suite C  
Fayetteville, NC 28314
- 22. LIST OF PARTICIPATING DEALERS.**  
Not applicable.

**Information for Ordering Offices**

- 23. PREVENTIVE MAINTENANCE.**  
Not applicable.
- 24. ENVIRONMENTAL ATTRIBUTES, E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS.**  
Not applicable.
- 25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER.**  
118736623
- 26. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE.**  
InovaTech is registered in the CCR.

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

### ATTACHMENT 1 – COURSE DESCRIPTIONS

#### a. InovaTech Course Descriptions

For individual course pricing, refer to the Table in the Pricing section of this document.

#### Special Item Number: 27-400 Instructor-Led Training

Course Number	Course Name	Length(hrs)
APP-IC3CF	Computer Fundamentals: IC3 Certiport Training	8
<p><u>Description:</u> This course introduces new users to computers and how they are used; what makes up a computer, and the Windows operating system. Students will be able to identify different types of computers, understand how information flows or is transferred into or from the computer (input/output), recognize components that determine which computer to use or purchase, understand what software is and how software is created, identify the different types of software programs used in an office, understand the purpose of an operating system &amp; recognize the different types or versions being used.</p>		
APP-IC3AT	Application Training: IC3 Certiport Training	8
<p><u>Description:</u> The main objectives of this course are to introduce new users to computer applications, the different types that exist and how they're used in a Microsoft Windows environment. Upon successful completion of this course, you will be able to create, copy, move, delete, or rename files, use the Windows Explorer to manage files and folders, as well as create, change, edit, and interface between Microsoft Word and Microsoft Excel.</p>		
APP-IC3LI	Living on the Internet: IC3 Certiport Training	8
<p><u>Description:</u> The main objectives of this course are to introduce new users to computer applications, the different types that exist and how they're used in a Microsoft Windows environment. Upon successful completion of this course, you will be able to use Internet Explorer, Microsoft Outlook, as well as navigate online.</p>		
APP-FMX	Macromedia Flash MX	24
<p><u>Description:</u> This course provides students with the knowledge of getting to know flash., Creating graphic objects, Modifying objects, Creating complex objects, Importing non-flash graphics, Create re-usable graphics symbols, Working with layers, Creating Frame-by-Frame Animations, Animating objects with tweening, Creating complex animations, Creating buttons, Creating interactive movies, Adding sound to your movies, Introduction to Action Script, Publishing your flash production.</p>		
APP-DMX	Macromedia DreamWeaver MX (Scorm 2.0)	24
<p><u>Description:</u> This course provides students with a practical approach to understanding the process of website design, creation, and management through the use of Macromedia DreamWeaver. It provides the skills necessary to create linked style sheets, templates, custom objects, site maps, and server-side includes, while saving valuable development time.</p>		
APP-CFMX	Macromedia Cold Fusion MX	24
<p><u>Description:</u> With Cold Fusion MX, you can build and deploy powerful web applications and web services with far less training time and fewer lines of code than ASP, PHP, and JSP. The latest version 6.1 delivers simplified installation and migration, a streamlined product family, updates to key Cold Fusion features, and a dramatic increase in runtime performance.</p>		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
APP-FHMX	Macromedia FreeHand MX	24
<p><u>Description:</u> Use FreeHand MX for creative design, storyboarding, multipage document production, and editing with an unparalleled set of creative design tools. Easily repurpose your designs for print, the Internet, or Macromedia Flash MX.</p>		
APP-FWMX	Macromedia Fireworks MX	24
<p><u>Description:</u> Fireworks MX 2004 lets users import files from all major graphics formats and manipulate both vector and bitmap images to quickly create graphics and interactivity. Images can be easily exported to DreamWeaver, Flash and third-party applications.</p>		
APP-FP02	Microsoft FrontPage 2002	8
<p><u>Description:</u> FrontPage provides the features, flexibility, and functionality to help you build better Web sites. It includes the professional design, authoring, data, and publishing tools needed to create dynamic and sophisticated Web sites. The three key areas covered are designing, coding, and extending.</p>		
APP-SPS03	Microsoft SharePoint Portal Server	24
<p><u>Description:</u> SharePoint Products and Technologies facilitate collaboration within an organization and with partners and customers. Using the combined collaboration features of Windows SharePoint Services and SharePoint Portal Server 2003, users in your organization can easily create, manage, and build their own collaborative Web sites and make them available throughout the organization.</p>		
APP-IIS	Microsoft IIS Server	24
<p><u>Description:</u> Internet Information Services (IIS) is a powerful Web server that provides a highly reliable, manageable, and scalable Web application infrastructure for all versions of Windows Server 2003. IIS helps organizations increase Web site and application availability while lowering system administration costs. IIS supports the Microsoft Dynamic Systems Initiative (DSI) with automated health monitoring, process isolation, and improved management capabilities.</p>		
APP-MSASP	Microsoft ASP	24
<p><u>Description:</u> ASP.NET makes building real world Web applications dramatically easier. ASP.NET server controls enable an HTML-like style of declarative programming that let you build great pages with far less code than with classic ASP. Displaying data, validating user input, and uploading files are all amazingly easy. ASP.NET lets you leverage your current programming language skills.</p>		
APP-HTML	Web Languages: HTML	24
<p><u>Description:</u> This course provides students with the knowledge of an introduction to HTML, Creating and Editing a Web Page, Creating Web Pages with Links, Images, and Formatted Text, Creating Tables in a Web Site, Creating an Image Map, Using Frames in a Web Site, Creating a Form on a Web Page, Creating Style Sheets, Integrating JavaScript and HTML, Creating Pop-Up Windows, Adding Scrolling Messages, and Validating Forms, Using DHTML to Enhance Web Pages, and Creating and Using XML Documents.</p>		
APP-JS	Web Languages: JavaScript	24
<p><u>Description:</u> This course provides students with the knowledge of an introduction to JavaScript, Data Types and Operators, Functions, Events, and Control Structures, The Browser Object Model, JavaScript and Forms, Object-oriented JavaScript, Debugging JavaScript, Cookies and Security, Introduction to the Document Object Model (DOM), Dynamic HTML (DHTML), ASP.NET, and Database Connectivity with ASP.NET.</p>		
APP-HPO	HP OpenView	40

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	<p><u>Description:</u> HP answers this need with an integrated, holistic approach that dynamically links business and IT to enable a new level of insight and control. HP OpenView applications allow your organization to increase the performance of your infrastructure, anticipate and correct problems before they become critical, and automate and manage change in real time. Following the principles of simplification, standardization, and modularity, HP OpenView applications offer companies a unique vision and proven results that directly impact the bottom line. HP OpenView applications enable the Adaptive Enterprise.</p>	
APP-UX	Unix Fundamentals	32
	<p><u>Description:</u> This course provides students with the knowledge of Understand basic UNIX terms, Use basic file and directory commands to manage your files in UNIX, Sort, search, and view files using UNIX, Apply directory protection and access control to maintain a secure working environment, Output redirection and piping, Advanced UNIX commands, Scripting and customization of your UNIX environment, X-Windows terminal, and a brief introduction to the Emacs editor.</p>	
APP-SM	Solaris	40
	<p><u>Description:</u> This courses is designed to give students the hands-on practice and experience they need to master Solaris™ System and Network administration skills.</p>	
APP-APE	Apache 2.0.3 HTTP Server	16
	<p><u>Description:</u> The Apache webserver training course provides a technical introduction to installing, configuring and managing the Apache web server and to supporting CGI programming on the Apache server. This Apache course is delivered over two days in our public schedule.</p>	
APP-GH	Ghost 7.5	24
	<p><u>Description:</u> This 3-day, hands-on instructor led workshop, will teach each attendee how to fully utilize all of the different functions of Symantec Norton Ghost™. A majority of the workshop will focus on learning how to use the Ghost™ Console for remotely creating and deploying images through networks.</p>	
APP-VSD	Microsoft Visio	16
	<p><u>Description:</u> Visio is a diagramming program that can help you create business and technical diagrams that document and organize complex ideas, processes, and systems. Diagrams created in Visio enable you to visualize and communicate information clearly, concisely, and effectively in ways that text and numbers cannot. Visio also automates data visualization by synchronizing directly with data sources to provide up-to-date diagrams, and it can be customized to meet the needs of your organization.</p>	
APP-XLS	Microsoft Excel	16
	<p><u>Description:</u> This course provides students with a complete understanding of Excel; Changing the Appearance of a Worksheet, Organizing the Worksheet, Worksheet Formulas, Function Formulas, Making the Worksheet Useful, Working with Multiple Worksheets, and Worksheet Charts.</p>	
APP-DBA	Microsoft Access	16
	<p><u>Description:</u> This course provides students with a complete understanding of Access; Manipulating Data, Creating and Modifying Forms, Finding and Ordering Data, Reports and Macros, and Integrating Access online and with other applications.</p>	
APP-PPT	Microsoft PowerPoint	16
	<p><u>Description:</u> This course provides students with a complete understanding of PowerPoint; Informative Presentations, Sales Presentations,</p>	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	Persuasive Presentations, and Power Point presentation integration.	
APP-DOC	Microsoft Word	16
<u>Description:</u> This course provides students with a complete understanding of Microsoft Word including; the basics, Correspondence, Reports and Long Documents, Meeting Documents and Schedules, Sales and Marketing Documents, and application Integration.		
APP-PUB	Microsoft Publisher	16
<u>Description:</u> This course provides students with a complete understanding of Microsoft Publisher; Creating a Publication, Working with Text, Working with Graphic Objects, Enhancing a Publication, Improving a Design, Working with Multiple Pages, Using Advanced Features, Working Efficiently, and Creating Web Documents.		
APP-OLK	Microsoft Outlook	16
<u>Description:</u> This course provides students with a complete understanding of Microsoft Outlook; Creating and Viewing Messages, Scheduling, Managing Messages, Creating and Managing Contacts, Creating and Managing Tasks and Notes, and Outlook 2002 Core Projects.		
APP-MPP	Microsoft Project	16
<u>Description:</u> This course prepares students to manage projects with confidence. If you're a manager or a planner, you can use powerful tools in Microsoft Project Standard 2002 to track schedules and tasks, manage resources, and report project information easily and efficiently.		
APP-LTS	Lotus Notes	16
<u>Description:</u> During this course you install and configure the Lotus Notes client to access Domino Servers for both general database and mail access. You will also learn to deal successfully with some of the more challenging support issues. This is an intensely practical course, offering significant hands-on experience with the Domino Administrator and Notes client software.		
APP-NOV	Novell Groupwise	16
<u>Description:</u> This 2-day course is designed to teach students the fundamentals of administering a GroupWise system. It includes system architecture, installation and configuration, messaging within the system, managing documents and client features.		
APP-WXP	Microsoft Windows XP	16
<u>Description:</u> This course provides students with the knowledge of the fundamentals of Using Microsoft Windows XP, Working on the Windows XP Desktop, File, Document, and Folder Management and Windows XP Explorer, Modifying Your Desktop Work Environment, Customizing Your Computer Using Control Panel, Advanced File and Web Searching, Mastering Digital Media: Audio and Video Files, Mastering Digital Media: Picture Files, Communicating over the Internet, Understanding Computer Networking, Maintaining and Optimizing Your Computer, and Monitoring System Performance; System Information.		
APP-W2K	Microsoft Windows 2002	16
<u>Description:</u> This course will help you to maximize Windows 2000, allowing you to take full advantage of the special features. Learn navigation, organizing files and folders, maintenance, installation of hardware and software, power features and much more.		
APP-WNT	Microsoft Windows NT 4.0	16
<u>Description:</u> This course provides students with the knowledge of getting started with Windows NT 4.0, Getting Help working with the Contents		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	feature, the Index feature, the Find tab, with My Computer and Windows NT Explorer, Managing your files, Working with WordPad and Paint, Working with network resources, and Customizing the Windows NT desktop.	
APP-MAC	Operating System: MAC O/S 10	16
	<u>Description:</u> New Mac OS X users will benefit from self-paced and instructor-led training that demonstrates how to get the most out of Mac OS X and other Apple applications and technologies.	
APP-LRH	Operating System: Linux Red Hat 8.0	16
	<u>Description:</u> Red Hat Skills Training Courses focus on basic Linux administration skills. These courses provide an organized training path for those who are new to Linux or have limited experience with Linux administration and networking.	
APP-MISC	Miscellaneous	24
	<u>Description:</u> This program combines 2 or 3-day computer applications training into a customized client-specific training program.	
ITT-MS1026	Microsoft Exchange Server 5.5 Series—Concepts and Administration	32
	<u>Description:</u> This introductory course in the Microsoft Exchange Server 5.5 Series is intended for Exchange Server system administrators who administer, monitor, and maintain established Exchange Server organizations. The goal of this course is to provide Exchange Server administrators with the skills required to perform day-to-day management of an established Exchange Server organization.	
ITT-MS1125	Implementing Microsoft Site Server 3.0	32
	<u>Description:</u> This course was developed for Microsoft Site Server version 3.0. The course provides students with the knowledge and skills necessary to implement, support, maintain, optimize, and troubleshoot Web sites using Site Server. This course will cover some basic Web site development tasks requiring knowledge of hypertext markup language (HTML) and Microsoft Visual Basic® Scripting Edition. However, this course does not require programming skills and will not cover Site Server software interfaces or the Site Server software development kit.	
ITT-MS1313	Microsoft Exchange Server 5.5 Series-Accel Training for Admin & Implement	40
	<u>Description:</u> The goal of this accelerated course is to provide students with the basic knowledge and skills required for implementing and managing an Exchange organization. Days 1 and 2 of the course describe how to perform day-to-day management of an established Exchange organization. Days 3 and 4 of the course focus on product installation and the basic implementation and functionality of Exchange.	
ITT-MS1502	Designing & Implementing a Data Warehouse using Microsoft SQL Server 7.0	40
	<u>Description:</u> This course provides students with the technical skills required to plan, implement, and maintain a data warehouse using Microsoft SQL Server™ client/server database management system version 7.0.	
ITT-MS1560	Updating Support Skills from Windows NT 4.0 to Windows 2000	40
	<u>Description:</u> This course is to provide Microsoft® Windows NT® 4.0 support professionals with the knowledge and skills necessary to support Microsoft Windows® 2000-based networks. This is a performance-based course, designed around the job-related tasks a support professional must perform using new or modified features in the Windows 2000 operating system.	
ITT-MS1561	Designing a Windows 2000 Directory Services Infrastructure	24
	<u>Description:</u> This course provides students with the knowledge and skills necessary to design a Microsoft Windows® 2000 directory services infrastructure in an enterprise network. Strategies are presented to assist the student in identifying the information technology needs of an	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	organization, and then designing an Active Directory™ structure that meets those needs.	
<a href="#">ITT-MS1562</a>	<a href="#">Designing a Windows 2000 Networking Services Infrastructure</a>	32
	<u>Description:</u> This course provides students with the information and skills needed to create a networking services infrastructure design that supports the required network applications. Each module provides a solution based on the needs of the organization. Some Microsoft Windows® 2000 network solutions require a single technology, such as DHCP, to provide Internet Protocol (IP) address configuration support. In other situations, several technology options exist, such as Open Shortest Path First (OSPF), Routing Information Protocol (RIP), and Internet Group Management Protocol (IGMP), to design an IP routing scheme.	
<a href="#">ITT-MS1572</a>	<a href="#">Implementing and Managing Microsoft Exchange 2000</a>	40
	<u>Description:</u> The goal of this course is to teach students the knowledge and skills necessary to install, configure, and administer Microsoft Exchange 2000. This course also provides prerequisite knowledge and skills required for Course 1573, Designing Microsoft Exchange 2000 for the Enterprise, and Course 2355, Upgrading Microsoft Exchange Server 5.5 to Microsoft Exchange 2000.	
<a href="#">ITT-MS1573</a>	<a href="#">Designing Microsoft Exchange 2000 for the Enterprise</a>	32
	<u>Description:</u> This course provides students with the knowledge and skills necessary to design a Microsoft Exchange 2000 organization for an enterprise environment. It is designed to complement Course 1572, Implementing and Managing Microsoft Exchange 2000.	
<a href="#">ITT-MS2010</a>	<a href="#">Designing a Microsoft Windows 2000 Migration Strategy</a>	16
	<u>Description:</u> This course provides students with the knowledge and skills necessary to select and design a strategy to migrate from a Microsoft Windows NT® Server 4.0 directory services infrastructure to a Microsoft Windows® 2000 Active Directory™ directory service infrastructure by describing the planning processes and implications involved.	
<a href="#">ITT-MS2071</a>	<a href="#">Querying Microsoft SQL Server 2000 with Transact-SQL</a>	16
	<u>Description:</u> This course teaches students how to write Transact-SQL queries for Microsoft® SQL Server . It teaches the use of the SELECT statement, including grouping and summarizing data, joining multiple tables, and writing complex subqueries. It also teaches how to modify data with the INSERT, UPDATE, and DELETE statements, and introduces views, stored procedures, triggers, user-defined functions, and Full-Text indexes. This is the entry-level course into the Microsoft Official Curriculum (MOC) series for database administrators and is a prerequisite for other SQL Server courses.	
<a href="#">ITT-MS2072</a>	<a href="#">Administering a Microsoft SQL Server 2000 Database</a>	40
	<u>Description:</u> This course teaches students how to install, configure, administer, and troubleshoot Microsoft SQL Server 2000, including SQL Server architecture, database security, managing files and databases, creating alerts, managing multiple servers, backup and restore procedures, monitoring performance, optimizing performance, transferring data with Data Transformation Services (DTS), and an overview of data replication.	
<a href="#">ITT-MS2073</a>	<a href="#">Programming a Microsoft SQL Server 2000 Database</a>	40
	<u>Description:</u> This course teaches students how to program database solutions by using Microsoft SQL Server 2000, including designing an enterprise application architecture, creating and managing databases, and implementing data integrity with constraints, defaults, rules, and unique identifiers. It also teaches planning and creating indexes, user-defined data types and functions, views and partitioned views, stored procedures, and techniques for optimizing query performance, analyzing queries, and managing transactions to ensure data concurrency and	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	recoverability.	
<a href="#">ITT-MS2074</a>	<a href="#">Designing and Implementing OLAP Solutions Using MS SQL Server 2000</a>	40
<p><u>Description:</u> This course teaches students how to use Microsoft SQL Server 2000 Analysis Services to design and create analysis solutions by using multidimensional data cubes. The course introduces students to data warehousing and then teaches them to use SQL Server 2000 tools such as the Dimension Editor to design and build analysis solutions containing cubes, measures, and dimensions. The course also covers management topics including storage optimization and partitioning. Finally, the course teaches students to create Microsoft Excel based applications for analyzing the data.</p>		
<a href="#">ITT-MS2087</a>	<a href="#">Implementing Microsoft Windows 2000 Clustering</a>	24
<p><u>Description:</u> This course provides students with the skills they need to select and configure the appropriate implementation of business solutions that require fault tolerance and high availability of servers and applications. Students learn how to configure cluster resources and network load balancing, perform basic maintenance and troubleshooting tasks for server and Network Load Balancing clusters, and how to plan the implementation of server and Network Load Balancing clusters.</p>		
<a href="#">ITT-MS2088</a>	<a href="#">Designing a Highly Available Web Infrastructure</a>	32
<p><u>Description:</u> The goal of this course is to give Web designers the knowledge and skills needed to design a highly available Web infrastructure by using Microsoft products and technologies. Students will learn how to make design decisions that will avoid single points of failure, and how to increase the availability of their Web infrastructure by adding redundancy and fault tolerance.</p>		
<a href="#">ITT-MS2126</a>	<a href="#">Managing a Microsoft Windows 2000 Network Environment</a>	40
<p><u>Description:</u> This course teaches students the skills they need to manage and administer networked computers and resources running Microsoft® Windows® 2000. Through lecture and labs students will learn to: publish and maintain printers and shared folders; implement and manage Web-based services in an intranet; manage name resolution for client computers by using the Domain Name System (DNS) and Windows Internet Name Service (WINS); install and configure the DNS service; implement and manage the Remote Access Service (RAS); identify and resolve Active Directory™ directory service issues; implement Group Policy to centrally manage users and computers; manage network security; and troubleshoot client startup issues.</p>		
<a href="#">ITT-MS2150</a>	<a href="#">Designing a Secure MS Windows 2000 Network</a>	40
<p><u>Description:</u> This course teaches IT security architects and engineers how to design a secure network for computers running Microsoft Windows 2000. Upon completion, students will learn how to design a security strategy for workstations, servers, services, and stored and transmitted data.</p>		
<a href="#">ITT-MS2151</a>	<a href="#">Microsoft Windows 2000 Network and Operating System Essentials</a>	24
<p><u>Description:</u> This introductory level course provides an overview of Microsoft® Windows® 2000 operating system and networking concepts necessary to implement and support Windows 2000. Through lecture and labs students learn the principal features of Windows 2000, including: the basics of networking with Windows 2000; types of user accounts; network security features; administrative tools; fundamentals of TCP/IP; types of network architectures; common physical components used for network communication; concepts and protocols for remote access communication; and the client and server technologies used in accessing Web services.</p>		
<a href="#">ITT-MS2152</a>	<a href="#">Implementing Microsoft Windows 2000 Professional and Server</a>	40

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	<u>Description:</u> This course provides students with the knowledge and skills necessary to install and configure Microsoft Windows 2000 Professional on stand-alone and client computers that are part of a workgroup or domain. Through lecture and labs students learn how to: Install and configure Windows 2000 Server to create file, print, Web, and Terminal servers; create and manage user accounts; manage access to resources by using groups; manage data by using NTFS; provide network access to file resources; optimize performance in Windows 2000; implement security; configure printing, configure Windows 2000 for mobile computing; configure and manage disks; implement disaster protection.	
ITT-MS2153	<a href="#">Supporting a MS Windows 2000 Network Infrastructure</a>	40
	<u>Description:</u> This course is designed to provide support professionals with the knowledge and skills necessary to implement, support, and maintain a Microsoft® Windows® 2000–based network infrastructure.	
ITT-MS2154	<a href="#">Implementing &amp; Administering Windows 2000 Directory Services</a>	40
	<u>Description:</u> This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer the Active Directory® directory service in Microsoft Windows 2000. The course also focuses on implementing Group Policy and performing the Group Policy-related tasks that are required to centrally manage users and computers.	
ITT-MS2159	<a href="#">Deploying &amp; Managing MS Internet Security and Acceleration Server 2000</a>	24
	<u>Description:</u> This course provides IT professionals with the knowledge and skills they need to deploy and manage Microsoft Internet Security and Acceleration (ISA) Server 2000 in an enterprise environment.	
ITT-MS2185	<a href="#">Deploying and Managing Microsoft Commerce Server 2000</a>	16
	<u>Description:</u> This course teaches information technology (IT) professionals how to deploy and manage Microsoft Commerce Server 2000 in order to establish and maintain an e-commerce Web site.	
ITT-MS2203	<a href="#">Deploying and Managing Microsoft Application Center 2000</a>	16
	<u>Description:</u> This course is intended to teach IT professionals how to: install Microsoft Application Center 2000; create, manage, and maintain Application Center Web clusters; and create, deploy, manage, and monitor Application Center applications. In addition, this course will also teach IT Professionals how to deploy Application Center 2000 solutions.	
ITT-MS2272	<a href="#">Implementing &amp; Supporting Microsoft Windows XP Professional</a>	40
	<u>Description:</u> This course teaches IT support professionals how to plan, deploy, manage, and support the Microsoft Windows XP Professional (WinXP Pro) desktop operating system in stand-alone and networked environments. Students learn how to: install and upgrade to WinXP Pro; create answer files and Sysprep images to prepare for automating installations; manage hardware on a computer running WinXP Pro; troubleshoot the boot process and other system issues; configure WinXP Pro to operate on Microsoft Windows and non-Microsoft networks; configure and customize the desktop environment; configure and support TCP/IP, remote users, and mobile computing users; and manage disks and file systems.	
ITT-MS2274	<a href="#">Managing a Microsoft Windows Server 2003 Environment</a>	40
	<u>Description:</u> This course provide students with the knowledge and skills that are required to manage accounts and resources, manage server resources, monitor server performance, and safeguard data in a Microsoft® Windows® Server 2003 environment.	
ITT-MS2275	<a href="#">Maintaining a Microsoft Windows Server 2003 Environment</a>	24

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	<u>Description:</u> This course provide students with the knowledge and skills that are required to maintain accounts and resources, maintain server resources, monitor server performance, and safeguard data in a Microsoft® Windows® Server 2003 environment.	
ITT-MS2355	<a href="#">Upgrading from Microsoft Exchange Server 5.5 to Microsoft Exchange 2000</a>	16
	<u>Description:</u> The goal of this course is to provide students with the essential skills and knowledge required to upgrade from Microsoft Exchange Server 5.5 to Microsoft Exchange 2000, including the issues and procedures related to upgrading, restructuring, and providing coexistence during the deployment process. The course will focus on choosing the appropriate strategy to achieve the Exchange 2000 design, while leveraging the information stored in the existing messaging system. It is assumed that the desired Active Directory™ directory service and Exchange 2000 designs already exist.	
ITT-MS2379	<a href="#">Developing and Deploying Microsoft BizTalk Server 2000 Solutions</a>	40
	<u>Description:</u> This course is intended to teach developers how to build dynamic business processes that integrate applications, platforms, and business partners over the Internet. In addition, this course will teach specialists how to deploy Microsoft® BizTalk™ Server 2000 solutions.	
ITT-MS827	<a href="#">Administering Microsoft Systems Management Server 2.0</a>	24
	<u>Description:</u> This course provides students with the knowledge and skills required to administer Microsoft Systems Management Server (SMS) version 2.0, Service Pack 2. Students will learn how to identify and install client computers, distribute software to client computers, collect inventories of hardware and software, use software metering features, and use the remote tools to troubleshoot client computers.	
ITT-MS828	<a href="#">Deploying and Supporting Microsoft Systems Management Server 2.0</a>	40
	<u>Description:</u> This course provides students with the knowledge and skills required to deploy and support Microsoft Systems Management Server (SMS) version 2.0, Service Pack 2. Students will learn how to design a site, including organizing a site hierarchy and planning for resource needs. Students will install different types of sites, establish a site hierarchy, configure site-to-site communications, and install clients in multiple sites. Students will learn how to troubleshoot problems in site installation, client installation, site-to-site communications, and each of the key features of SMS 2.0. They will trace a task from its initiation through to its completion, by following the various threads that take part in carrying out the task. Students will use Network Monitor to trace network traffic associated with SMS tasks.	
ITT-MS832	<a href="#">Administering a Database on Microsoft SQL Server 7.0</a>	40
	<u>Description:</u> This course provides students with the knowledge and skills required to install, configure, administer, and troubleshoot Microsoft SQL Server™ client/server database management system version 7.0.	
ITT-MS833	<a href="#">Implementing a Database on Microsoft SQL Server 7.0</a>	40
	<u>Description:</u> This course provides students with the technical skills required to implement a database solution with Microsoft SQL Server™ client/server database management system version 7.0.	
ITT-MS836	<a href="#">Secure Web Access using Microsoft Proxy Server 2.0</a>	16
	<u>Description:</u> This course is an update for Course 664, Supporting Microsoft Proxy Server 1.0. This course will cover: Installation, configuration, and troubleshooting, Basic architecture, Methods of controlling Internet access, Using Internet Service Manager to administer Proxy Server, Configuring the cache, Enhancements to Performance Monitor, Methods of improving performance, In addition, the course has been updated to reflect new features of the product, including the Web publishing enhancements of reverse hosting and reverse proxy, hierarchical and distributed arrays, and packet filtering.	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
<a href="#">ITT-MS973</a>	<a href="#">Microsoft Exchange Server 5.5 Series—Design and Implementation</a>	40
<u>Description:</u> This course is intended for Microsoft Exchange Server system architects and designers who plan, install, configure, customize, and troubleshoot Exchange Server deployments. The goal of this course is to provide students with the knowledge and skills required to design and implement an Exchange Server organization.		
<a href="#">ITT-MS981</a>	<a href="#">Supporting Microsoft SNA Server 4.0</a>	40
<u>Description:</u> This course provides students with the skills and knowledge to identify how Microsoft SNA Server is used to meet the specific computing needs of an organization. The student will be able to plan, install, configure, and manage SNA Server.		
<a href="#">ITT-MS2012</a>	<a href="#">Planning, Implementing, and Managing a Microsoft® SharePoint™ 2003</a>	24
<u>Description:</u> This course provides students with an introduction to SharePoint Products and Technologies; Deploying SharePoint Portal Server on a Single Server, Configuring SharePoint Products and Technologies on a Single Server, Deploying SharePoint Products and Technologies on a Server Farm, Configuring SharePoint Products and Technologies on a Server Farm, Managing Users and Sites, Planning and Implementing Disaster Recovery Strategies, Managing SharePoint Products and Technologies, Installing Backward-Compatible Document Libraries.		
<a href="#">ITT-MS2014</a>	<a href="#">Customizing Microsoft SharePoint Products and Technologies 2003</a>	16
<u>Description:</u> This two-day instructor-led course provides students with the knowledge and skills to customize Microsoft Office SharePoint™ Portal Server 2003. The workshop focuses on Web Parts, security, and the SharePoint Services object model.		
<a href="#">ITT-MS2208</a>	<a href="#">Updating Support Skills from Microsoft Windows NT® 4.0 to Server 2003</a>	24
<u>Description:</u> This course provides students with the knowledge and skills and new skills needed to implement and manage a Microsoft® Windows Server™ 2003 networked environment.		
<a href="#">ITT-MS2272</a>	<a href="#">Implementing and Supporting Microsoft Windows XP Professional</a>	40
<u>Description:</u> This course teaches IT support professionals how to plan, deploy, manage, and support the Microsoft Windows XP Professional (WinXP Pro) desktop operating system in stand-alone and networked environments. Students learn how to: install and upgrade to WinXP Pro; create answer files and Sysprep images to prepare for automating installations; manage hardware on a computer running WinXP Pro; troubleshoot the boot process and other system issues; configure WinXP Pro to operate on Microsoft Windows and non-Microsoft networks; configure and customize the desktop environment; configure and support TCP/IP, remote users, and mobile computing users; and manage disks and file systems.		
<a href="#">ITT-MS2273</a>	<a href="#">Managing and Maintaining a Microsoft Windows Server 2003 Environment</a>	40
<u>Description:</u> This course combines Microsoft Course 2274 and Microsoft Course 2273 to provide students with the knowledge and skills that are required to manage accounts and resources, maintain server resources, monitor server performance, and safeguard data in a Microsoft® Windows® Server 2003 environment.		
<a href="#">ITT-MS2276</a>	<a href="#">Implementing a MS Windows Server 2003 Network Infrastructure</a>	16
<u>Description:</u> The goal of this course is to provide students with the skills and knowledge necessary to configure a Windows-based computer to operate in a Microsoft Windows Server™ 2003 networking infrastructure. This is the third course in the Systems Administrator and Systems Engineer tracks for Windows Server 2003.		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
<a href="#">ITT-MS2277</a>	<a href="#">Implement, Manage, &amp; Maintain a MS Windows Server 2003 Network Svcs</a>	40
<p><u>Description:</u> This course provides students with the knowledge and skills to implement, manage, and maintain a Microsoft Windows Server™ 2003 network infrastructure. The course is intended for systems administrator and systems engineer candidates who are responsible for implementing, managing, and maintaining server networking technologies. These tasks include implementing routing; implementing, managing, and maintaining Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), and Windows Internet Name Service (WINS); securing Internet Protocol (IP) traffic with Internet Protocol security (IPSec) and certificates; implementing a network access infrastructure by configuring the connections for remote access clients; and managing and monitoring network access. This is the fourth course in the Systems Administrator and Systems Engineer track for Windows Server 2003, and it is the final course in the Systems Administrator track.</p>		
<a href="#">ITT-MS2278</a>	<a href="#">Planning &amp; Maintaining a MS Windows Server 2003 Network Infrastructure</a>	40
<p><u>Description:</u> The goal of this course is to provide students with the knowledge and skills necessary to plan and maintain a Windows® Server 2003 network infrastructure. This is the fifth course in the Windows Server 2003 Systems Engineer curriculum.</p>		
<a href="#">ITT-MS2830</a>	<a href="#">Designing Security for a Microsoft Windows Server 2003 Network</a>	24
<p><u>Description:</u> This course provides you with the knowledge and skills to design a secure network infrastructure. Topics include assembling the design team, modeling threats, and analyzing security risks in order to meet business requirements for securing computers in a networked environment. The course encourages decision-making skills through an interactive tool that simulates real-life scenarios that the target audience may encounter.</p>		
<a href="#">ITT-MS2282</a>	<a href="#">Designing a MS Windows Server 2003 Active Directory</a>	40
<p><u>Description:</u> This course provides students with the knowledge and skills to design an Active Directory® and network infrastructure for a Microsoft® Windows Server™ 2003 environment.</p>		
<a href="#">ITT-MS2285</a>	<a href="#">Installing, Configuring, and Administering MS Windows XP Professional</a>	16
<p><u>Description:</u> This course teaches IT support professionals how to plan, deploy, manage, and support the Microsoft Windows XP Professional (WinXP Pro) desktop operating system in stand-alone and networked environments.</p>		
<a href="#">ITT-MS2400</a>	<a href="#">Implementing and Managing Microsoft Exchange Server 2003</a>	40
<p><u>Description:</u> This course teaches students how to install Exchange Server 2003, describe the process for upgrading to Exchange Server 2003 from Exchange 2000, configure and manage Exchange Server. manage interoperability between Exchange Server 2003 and Exchange 2000, secure Exchange Server, manage recipients, manage public folders, address lists, OWA, client configuration and connectivity, routing, mobile access to Exchange, hardware resources, plan for disaster and disaster recovery, back up and restore Exchange, perform preventative maintenance, and migrate users from Exchange 5.5 Server to a New Exchange Server 2003 Organization.</p>		
<a href="#">ITT-CTA</a>	<a href="#">CompTIA A+ Certification</a>	40
<p><u>Description:</u> CompTIA A+ certification training prepares the student to pass both the A+ Core Hardware Service Technician examination and the A+ Operating System Technologies examination. The intent of the A+ Certification is to certify individuals in a body of knowledge that is identified and accepted as the baseline or foundation for entry-level PC technician employment. The Core Hardware examination measures essential competencies for a PC hardware service technician. The examinee must demonstrate basic knowledge of installing, configuring, upgrading, troubleshooting, and repairing microcomputer systems to industry standards. The Operating System Technologies examination measures essential operating system competencies for microcomputer hardware service. The examinee must demonstrate basic knowledge of Command Line Prompt, Windows 9x and Windows 2000 for installing, configuring, upgrading, troubleshooting, and repairing microcomputer</p>		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	systems.	
ITT-CTN	CompTIA Net+ Certification	40
<p><u>Description:</u> CompTIA Network+ certification training prepares the student to pass the CompTIA Network+ examination. The Network+ certification certifies that the technician knows the layers of the OSI model, can describe the features and functions of network components and has the skills needed to install, configure, and troubleshoot basic networking hardware peripherals and protocols. A typical candidate will have A+ certification or equivalent knowledge, but A+ certification is not required. The 2002 objectives update the Network+ certification exam with respect to new technologies such as wireless networking and gigabit Ethernet. The scope of networking systems are broadened somewhat, placing an increased emphasis on Linux/Unix, Windows 9x, Windows NT, and Windows 2000. There is also greater emphasis on hands-on training in the areas of network implementation and network support, including troubleshooting scenarios.</p>		
ITT-CTIN	CompTIA iNet+ Certification	40
<p><u>Description:</u> Students taking the i-Net+ course will acquire the high-demand skills and knowledge needed to implement and maintain Internet, Intranet and Extranet infrastructures, services, and applications, as well as the development of Web-related applications. i-Net+ certification is appropriate for students interested in demonstrating the baseline technical knowledge that will allow them to pursue a variety of Internet-related careers. CompTIA specifically designed the i-Net+ exam to certify entry-level Internet and e-commerce technical professionals responsible for participating in the maintenance of Internet, Intranet and Extranet infrastructure and services as well as the development of Web-related applications. i-Net+ is a vendor-neutral, entry-level Internet certification program that tests baseline technical knowledge of Internet, Intranet, and Extranet technologies, independent of specific Internet-related career roles. Learning objectives and domains examined include Internet basics, Web site development, networking, security and business concepts.</p>		
ITT-CTSV	CompTIA Server+ Certification	40
<p><u>Description:</u> Server+ deals with Industry Standard Architecture (ISSA) issues, such as RAID, SCSI, multiple CPUs, SANs-and more. There is currently nothing in the industry like this that is vendor neutral, i.e., does not endorse one major brand over another. There is a broad range of support for this initiative, including core support by 3Com, Adaptec, Compaq, Hewlett-Packard, IBM, Intel, EDS Innovations Canada, Innovative Productivity, Sybex, Marcraft, Heathkit and Course Technology. The Server Hardware Specialist focuses on complex activities and solving complex problems to ensure servers are functional and applications are available. This specialist is expected to have an in-depth understanding of planning, installing, configuring, and maintaining servers, including knowledge of server-level hardware implementations, data storage subsystems, data recovery, and I/O subsystems. This specialist should know the interrelationships of all parts of the server system and understand the downstream consequences of their actions. This specialist performs independently 80% to 90% of the time, solves complex problems, and may seek assistance from systems support for particularly challenging issues.</p>		
ITT-CTPR	CompTIA IT Project+ Certification	40
<p><u>Description:</u> The demand for skilled project managers is significant and many companies either preferentially hire or require the IT Project+ certification, including State Farm, Comark, CompuCom, Cable Express Technologies, Emtec and Care Call, Inc. Additionally, IT Project+ is also endorsed by the National Skill Standards Board. The CompTIA IT Project+ certification validates your knowledge and abilities as an IT project manager. IT Project+ certification is a vendor-neutral credential recognized worldwide. Having an IT Project+ certification is proof that you have the critical knowledge of business practices, interpersonal skills and project management processes, in addition to the ability to effectively plan, implement and complete IT projects on time and within your budget.</p>		
ITT-CTSY	CompTIA Security+ Certification	40

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
<p><u>Description:</u> The CompTIA Security+ certification tests for security knowledge mastery of an individual with two years on-the-job networking experience, with emphasis on security. The exam covers industry wide topics including communication security, infrastructure security, cryptography, access control, authentication, external attack and operational and organization security. CompTIA Security+ curricula are being taught at colleges, universities and commercial training centers around the globe. CompTIA Security+ is being used as an elective or prerequisite to advanced vendor specific and vendor neutral security certifications.</p>		
<a href="#">ITT-CTHTI</a>	<a href="#">CompTIA HTI+ Certification</a>	40
<p>Description: The CompTIA Home Technology Integrator (HTI+) certification training prepares students to take the HTI exam. This is a cross-industry, vendor-neutral credential providing recognition that a technical professional has attained a standard of excellence in the integrated home networks industry. The CompTIA HTI+ certification is based on a set of standards designed to measure the mastery of core competencies regarding the installation, integration and troubleshooting of the following automated home sub-systems: Home Security, Audio/Video, Computer Networks, Electrical Wiring, HVAC (Heating/Air Conditioning Systems), Cable/Satellite, Broadband, Telecommunications and Structured Wiring.</p>		
<a href="#">ITT-CTLIN</a>	<a href="#">CompTIA Linux+ Certification</a>	40
<p>Description: CompTIA Linux+ certification training prepares students to take the Linux+ exam. This is an international industry credential that validates the knowledge of individuals with at least six months of practical Linux experience. Professionals who want to certify their technical knowledge in basic installation, operation and troubleshooting for Linux operating systems should consider this certification. The skills and knowledge measured by this examination were developed with global input to assure accuracy, validity and reliability. Earning the CompTIA Linux+ designation means that the candidate can explain fundamental open source resources/licenses, demonstrate knowledge of user administration, understand file permissions/software configurations and manage local storage devices and network protocols.</p>		
<a href="#">ITT-CTCDI</a>	<a href="#">CompTIA CDIA+ Certification</a>	40
<p>Description: The CompTIA CDIA+ certification training prepares students to take the CDIA+ exam. This is the first global standard of competency and professionalism in the document imaging/document management industry. Supported by a network of worldwide industry leaders, it validates a professional's level of expertise in the technologies and best practices used to plan, design, and specify a document imaging, management system.</p>		
<a href="#">ITT-CTT</a>	<a href="#">CompTIA CTT+ Certification</a>	32
<p>Description: The CTT+ certificate is a cross-industry credential providing recognition that a technical instructor has attained a standard of excellence in the training industry. The CTT+ examinations are based on standards designed to measure the mastery of core instructor competencies-those decisions, actions, and behaviors that competent instructors must demonstrate to complete an instructional assignment successfully. This cross-industry certification is available to all training professionals. The CTT+ Program was created to eliminate redundancies among various instructor certification programs in computer training and education. While it is significant that the computer industry is the first to endorse the CTT+ Program, the wider impact is that the certification can be applied to all industries that provide technical training and education. To earn the CTT+ designation for topics such as software, technical, scientific, mechanical, and professional development-the candidate must pass both a computer-based test that assesses knowledge and a performance assessment in which the candidate demonstrates prescribed skills.</p>		
<a href="#">ITT-ICND</a>	<a href="#">Interconnecting Cisco Network Devices</a>	40
<p>Description: Interconnecting Cisco Network Devices (ICND) includes both routing and switching concepts, covering both Layer 2 and Layer 3 technologies. This course focuses on using Cisco Catalyst switches and Cisco routers connected in local-area networks (LANs) and wide-area</p>		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	networks (WANs) typically found at small to medium network sites. Upon completion of this training course, you will be able to select, connect, configure, and troubleshoot the various Cisco networking devices.	
ITT-CCNAB	Cisco Certified Network Associate Basics	40
	<u>Description:</u> CCNA Basics presents important networking fundamentals using the Open Systems Interconnect (OSI) seven layer model concepts; terminology and technologies are explained and illustrated using text and graphics animation. The course includes online assessments that allow learners to measure their progress throughout the learning experience.	
ITT-BSCI	Building Scalable Cisco Internetworks (BSCI)	40
	<u>Description:</u> Building Scalable Cisco Internetworks (BSCI) focuses on using Cisco routers connected in LANs and WANs typically found at medium to large network sites. The course provides the learner with in-depth information on these interior gateway protocols (IGPs): Enhanced Interior Gateway Routing Protocol (EIGRP), Open Shortest Path First (OSPF), and Intermediate System-to-Intermediate System (IS-IS). It also provides information on Border Gateway Protocol (BGP), an exterior gateway protocol (EGP).	
ITT-BCMSN	(Switching) Building Cisco Multilayer Switched Networks (BCMSN)	40
	<u>Description:</u> In the Building Cisco Multilayer Switched Networks (BCMSN) course, network administrators learn how to build campus networks using multilayer switching technologies over high speed Ethernet. This course includes both routing and switching concepts, covering both Layer 2 and Layer 3 technologies.	
ITT-BCRAN	(Remote Access) Building Cisco Remote Access Networks (BCRAN)	40
	<u>Description:</u> In the Building Cisco Remote Access Networks course, students learn how to build, configure and troubleshoot a remote access network to interconnect central sites to branch offices and home offices. Students also learn how to control access to the central site, as well as to maximize bandwidth utilization over the remote links.	
ITT-CIT	(Support) Cisco Internetwork Troubleshooting Support (CIT)	40
	<u>Description:</u> The Cisco Internetwork Troubleshooting (CIT) course teaches students how to baseline and troubleshoot an environment using Cisco routers and switches for multiprotocol client hosts and servers connected with Ethernet, Fast Ethernet LANs, Serial, Fram Relay, and ISDN BRI WANs. The course provides students with methodical practice using specific Cisco IOS software and Catalyst software tools to diagnose and correct problems on widely installed Cisco products.	
ITT-DESIGN	DESGN Designing for Cisco Internetwork Solutions (DESGN)	40
	<u>Description:</u> The Designing for Cisco Internetwork Solutions (DESGN) ILT course will enable learners to gather customer's internetworking requirements, identify solutions, and design the network infrastructure and elements to ensure the basic functionality of the proposed solutions. The purpose of this course is to provide the learners with the knowledge and skills to achieve associate level competency in network design. The Designing for Cisco Internetwork Solutions (DESGN) course is the first design course in a design curriculum supporting the design certification track. The course focuses on the technology and methods available today.	
ITT-ARCH	(ARCH) Designing Cisco Network Architectures	40
	<u>Description:</u> Given enterprise business and technical requirements and constraints, the student will learn how to perform the conceptual and intermediate design of a network infrastructure that supports the desired network solutions over intelligent network services, to achieve effective performance, scalability, and availability. The student will learn the fundamental aspects of the network design addressing QoS,	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	Security, Network Management, fine-tuning Routing Protocols, Switching Structures and IP Multicast. In addition, the student will leave with Solution Models for solutions and aspects of the network that are strategic to today's Cisco's Customers: Voice over IP and IP Telephony, Content and Storage Networking, Wireless Networking.	
ITT-MCNS	(MCNS) Securing Cisco IOS Networks (SECUR) (Formerly MCNS)	40
<p><u>Description:</u> This course will provide students with the knowledge to identify network security threats, Secure remote access using Cisco Secure ACS for Windows 2000 and Cisco IOS AAA software features, Protect Internet access by configuring a Cisco perimeter router, Configure the Cisco IOS Firewall Feature Set Context-Based Access Control, Configure Cisco IOS Firewall Authentication Proxy Configure Cisco IOS Firewall Intrusion Detection System, Use IPSec features in Cisco IOS software to create a secure site-to-site VPN using pre-shared keys and digital certificates, Use Cisco Easy VPN features to create a secure remote access VPN solution, Use Cisco Security Device Manager to secure Cisco routers, and Use Cisco Router Management Center to manage Cisco Router VPN implementations.</p>		
ITT-CSPFA	(CSPFA) Cisco Secure PIX Firewall Advanced (CSPFA)	40
<p><u>Description:</u> This course will provide students with the knowledge of Network Security and Cisco, Cisco PIX Firewall Technology and Features, Cisco PIX Firewall Family, Getting Started with the Cisco PIX Firewall, Outbound Translations and Connections, Inbound Translations and Connections, Object Grouping, Protocol Handling, Attack Guards, Intrusion Detection, and Shunning, Authentication, Authorization, and Accounting, Failover, and Site-to-Site Virtual Private Network.</p>		
ITT-CSIDS	(CSIDS) Cisco Secure Intrusion Detection System (CSIDS)	40
<p><u>Description:</u> CSIDS is a task-oriented course that teaches the knowledge and skills needed to design, install, and configure a Cisco Intrusion Protection solution for small, medium, and enterprise networks. The course covers Cisco IDS platforms including the Cisco 4200 series Sensors, the Network Module for Cisco 2600/3600/3700 routers, and the Catalyst 6000 series Intrusion Detection Module 2 (IDSM2). The IDS Device Manager and the Management Center for IDS Sensors are used to configure and manage Cisco IDS Sensor platforms. The IDS Event Viewer and the Monitoring Center for Security are used to view IDS alarms.</p>		
ITT-CSVPN	(CSVPN) Cisco Secure VPN (CSVPN)	40
<p><u>Description:</u> This course will provide students with the knowledge to describe the features, functions, and benefits of Cisco VPN products, explain the IPSec and IKE component technologies that are implemented in Cisco Secure VPN products, Install and configure the Cisco IPSec VPN Software client, Configure Cisco VPN 3000 for remote access using pre-shared keys, Configure Cisco VPN 3000 for remote access using digital certificates, Configure Cisco VPN 3000 firewall feature, and Configure Cisco VPN Windows Client auto-initiate feature.</p>		
ITT-CSI	(CSI) Cisco SAFE Implementation (CSI)	40
<p><u>Description:</u> CSI is a task-oriented course teaches the knowledge and skills needed to implement and use the principles and axioms presented in the SAFE white papers for Small, Medium &amp; Remote User (SMR). Enterprise, IP Telephony and Wireless LAN networks on specific devices. The primary focus is on the labs, which allow the students to build complete end-to-end security solutions using SAFE SMR as the blueprint. The configuration and functionality of the following devices in a SAFE SMR network are described in detail: IOS Routers, PIX Firewalls, VPN Concentrators, Cisco IDS Sensors, Cisco Security Agent and the Cisco VPN Client. Basic implementation of SAFE wireless LAN is also covered.</p>		
ITT-SECUR	Securing Cisco IOS Networks (SECUR)	40
<p><u>Description:</u> This course will provide students with the knowledge to identify network security threats, Secure remote access using Cisco Secure ACS for Windows 2000 and Cisco IOS AAA software features, Protect Internet access by configuring a Cisco perimeter router, Configure the Cisco IOS Firewall Feature Set Context-Based Access Control, Configure Cisco IOS Firewall Authentication Proxy</p>		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	Configure Cisco IOS Firewall Intrusion Detection System, Use IPSec features in Cisco IOS software to create a secure site-to-site VPN using pre-shared keys and digital certificates, Use Cisco Easy VPN features to create a secure remote access VPN solution, Use Cisco Security Device Manager to secure Cisco routers, and Use Cisco Router Management Center to manage Cisco Router VPN implementations.	
ITT-CISSP	<a href="#">(CISSP) Certification for Information Systems Security Professional</a>	40
	<u>Description:</u> The Fast Track to CISSP® course provides a comprehensive prospectus based upon the core principle concepts of security. The curriculum, though primarily lecture and case studies, discusses the ten core subject areas that are fundamental to the understanding of security in a context. This intense five-day class not only provides an excellent foundation of security but it prepares, CIOs, managers, and engineers for their CISSP® certification exam.	
ITT-GIACSEC	<a href="#">GIAC Security Essentials Certification</a>	40
	<u>Description:</u> GIAC Security Essentials Certification graduates have been taught the knowledge, skills and abilities required to incorporate good information security practice in any organization. The GSEC tests the essential knowledge and skills required of any individual with security responsibilities within an organization.	
ITT-GIACCFA	<a href="#">GIAC Certified Firewall Analyst</a>	40
	<u>Description:</u> GIAC Certified Firewall Analysts (GCFWs) have the knowledge, skills, and abilities to design, configure, and monitor routers, firewalls, and perimeter defense systems. Students learn designing, implementing, configuring, and monitoring a secure perimeter for any organization; including routers, firewalls, VPNs/remote access, and overall network design.	
ITT-GIACCIA	<a href="#">GIAC Certified Intrusion Analyst</a>	40
	<u>Description:</u> GIAC Certified Intrusion Analysts (GCIAs) have the knowledge, skills, and abilities to configure and monitor intrusion detection systems, and to read, interpret, and analyze network traffic and related log files. Students learn network and host monitoring, traffic analysis, and intrusion detection	
ITT-GIACCIH	<a href="#">GIAC Certified Incident Handler</a>	40
	<u>Description:</u> GIAC Certified Incident Handlers (GCIHs) have the knowledge, skills, and abilities to manage incidents; to understand common attack techniques and tools; and to defend against and/or respond to such attacks when they occur. Students learn incident handling/incident response; and get an understanding of the current threats to systems and networks, along with effective countermeasures.	
ITT-GIACCWSA	<a href="#">GIAC Certified Windows Security Admin</a>	40
	<u>Description:</u> GIAC Certified Windows System Administrators (GCWNs) have the knowledge, skills and abilities to secure and audit Windows systems, including services such as Group Policy, Active Directory, Internet Information Server, IPSec and Certificate Services. Students learn installing, configuring, and securing Microsoft Windows 2000/XP/2003 networks.	
ITT-GIACCUSA	<a href="#">GIAC Certified UNIX Security Administrator</a>	40
	<u>Description:</u> GIAC Certified UNIX System Administrators (GCUXs) have the knowledge, skills and abilities to secure and audit UNIX and Linux systems. Students learn installing, configuring, and monitoring UNIX and/or Linux systems.	
ITT-GIAC-ISOBasic	<a href="#">GIAC Information Security Officer - Basic</a>	40
	<u>Description:</u> GISF candidates will learn and be able to demonstrate key concepts of information security including: understanding the threats and risks to information and information resources, identifying best practices that can be used to protect them, and learning to diversify our	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	protection strategy.	
ITT-GIACSNA	GIAC Systems and Network Auditor	40
<u>Description:</u> GIAC Systems and Network Auditors (GSNAs) have the knowledge, skills and abilities to apply basic risk analysis techniques and to conduct a technical audit of essential information systems. Technical staff responsible for securing and auditing information systems; auditors who wish to demonstrate technical knowledge of the systems they are responsible for auditing.		
ITT-101	Newly Appointed Managers	16
<u>Description:</u> As a new manager, you face unique challenges. You are just learning the ropes and need to quickly acquire the "right stuff" - how to delegate, lead and motivate, coach, and evaluate your staff. This course will teach you these skills, plus show you how to avoid common pitfalls faced by all new managers.		
ITT-102	Listening to Influence: Getting More Out of Conversations	8
<u>Description:</u> The ability to listen, to focus, receive, respond to, retain and retrieve vital information, deeply impacts your efficiency and effectiveness in relating to others. Too often, we let distraction, distortion and defensiveness throw off our concentration. This workshop provides the awareness, videotaped skills-practice and personalized coaching needed to develop your listening skills.		
ITT-106	Improving Your Presentation Skills	16
<u>Description:</u> Regardless of your position, you will occasionally be required to present information to others. Whether the presentation is impromptu, casual or formal, you must be able to demonstrate confidence and clarity to effectively deliver your message. This workshop provides strategies, coaching, and practice in developing your presentation skills.		
ITT-109	Positive Assertive Management	16
<u>Description:</u> If you have trouble saying "no," or feel that people do not really listen to you, this workshop is for you! It will empower you to state your case, resolve conflict, and negotiate positive outcomes - and give you fail-proof techniques to insure you will be heard.		
ITT-111	Strategic Alignment of the Project Portfolio	16
<u>Description:</u> Many organizations lack a common understanding about their projects. This lack of clarity can impede progress toward achieving the organization's goals. This seminar surveys the popular views of corporate strategy, and equips the project manager with the tools and understanding necessary to keep his or her project on the organizational fast track.		
ITT-114	Business Writing for Results	16
<u>Description:</u> Clear, concise, written communication is a necessity in today's fast-paced business environment. If you have brilliant ideas but cannot express them clearly on paper, you are limiting your own chances for success. This course will give you the skills you need to improve your writing and become a more effective communicator.		
ITT-119	How To Achieve Results Through Influencing	16
<u>Description:</u> Effective influence doesn't just happen! How do you get people to buy into your ideas and your needs? Being able to accurately read situations, individuals and groups, and applying the appropriate type of influence behavior are the keys to becoming successful at influencing. Influence is the ability to have others take a desired action while building and maintaining the relationship. To be successful, the		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	ability to influence others whom you have no direct control over is a must. Participants will learn influence strategy and tactics and how to plan and prepare for important influence opportunities.	
ITT-129	<a href="#">Managing &amp; Reducing Stress</a>	8
	<u>Description:</u> While some degree of stress is an inevitable reality for everyone, our 21st century pressure-cooker environment finds us working longer and harder than ever before, trying to balance our personal and professional lives, manage our time, and communicate up, down, and across our organization. The result? Stress levels have reached endemic proportions a contagious phenomenon impacting our lives psychologically, physically, and professionally. This seminar will help participants to recognize, and better manage, the stress associated with change.	
ITT-131	<a href="#">How to Manage Your Time to Increase Your Productivity (ITT131)</a>	8
	<u>Description:</u> Managing your time effectively is the key to increasing your productivity by working on the priorities that give you the highest payoff. This program will teach you practical skills you can apply to increase your productivity and accomplish your goals by using your time efficiently, eliminating interruptions and time-wasters, getting and staying organized, and managing your multiple priorities.	
ITT-137	<a href="#">Consultative Selling-Techniques for Growing Your Business</a>	16
	<u>Description:</u> As selling has evolved, successful sales people have upgraded their skills and abilities to become more consultative. This program focuses on the skills needed in today's business environment, such as identifying your preferred selling style and then working to increase selling style flexibility. Participants will learn how to sell more effectively to current accounts and to generate new business prospects.	
ITT-138	<a href="#">Value Added Selling - Selling on Value, Not Just Price</a>	16
	<u>Description:</u> The role of today's sales person has changed; sellers are expected to be more strategic and value-oriented, and less tactical and price-oriented. Value Added Selling helps sales professionals manage, retain, and grow their business at key accounts by demonstrating the value that their product or service provides. Selling on value, when done well and with the right accounts, strengthens the business relationship, enhances customer retention, and increases sales and profits for both sides.	
ITT-144	<a href="#">Women's Institute for Managerial Excellence</a>	24
	<u>Description:</u> Women face special challenges and opportunities in the workplace. This program, which was designed by women and is delivered by women, has received national recognition and acclaim as one of the most powerful and effective courses of its kind. You will be challenged to examine your own management style. Through skill-building activities, role-playing, and teamwork, you will discover the meaning of managerial excellence.	
ITT-150	<a href="#">Strategic Planning</a>	16
	<u>Description:</u> Why don't traditional planning approaches work anymore? Why do 90% of strategic plans sit on the shelf? How can you insure a strategic planning process that accomplishes its goals? In this seminar, participants will learn how to combine analytical and creative approaches to the strategic planning process. Focus will be on planning the planning process, options for design and participation, and making implementation effective.	
ITT-161	<a href="#">Customer Service and Support: How to WOW your Customers</a>	16
	<u>Description:</u> It does little good to make a sale if your company or organization cannot service your current customers. Increasingly, many companies have found that outstanding customer service is the key to customer retention, growth, and profitability. This program teaches the	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	skills needed to wow! your customers and surpass their expectations, beginning with some foundation skills but then progressing to advanced concepts such as a team approach to customer service.	
ITT-172	<a href="#">Communicating with Influence: Bldg Successful Interpersonal &amp; Tm Comms</a>	24
	<u>Description:</u> Individual and team success depends upon the ability of individuals to communicate with others and be understood. The communication skills covered in this course are required to successfully exploit individual and group potential, focus a team's efforts, maximize creativity, influence another's thoughts and actions, and continually improve quality and productivity.	
ITT-179	<a href="#">Coaching People to Obtain Extraordinary Results (ITT179)</a>	16
	<u>Description:</u> To manage employees and influence cross-functionally is still critically important in today's organizational culture, but no longer good enough. Having solid coaching skills, whether you are a Vice President, Manager, Supervisor, Team Leader, Project Manager, or individual contributor, is essential in order to motivate people, who work for you or that you work with, to inspire them to function at their peak level of performance and get results.	
ITT-201	<a href="#">Finance &amp; Accounting for Non-Financial Managers</a>	24
	<u>Description:</u> Increasing profits and performance are two of the major responsibilities of every manager. This 3-day course will enable you to communicate confidently using financial data and gain practical insights into the crucial financial measurements used by top management.	
ITT-203	<a href="#">Facilitation Skills: Strategies for Effectiveness</a>	16
	<u>Description:</u> Effective facilitation doesn't just happen. Excellent group facilitators plan ahead, understand group dynamics and are results oriented. When led by competent, confident group facilitators, involvement and productivity at meetings work sessions, and seminar increases dramatically. This 2-day workshop will provide participants with the basic skills to facilitate groups.	
ITT-245	<a href="#">Understanding &amp; Working with People</a>	16
	<u>Description:</u> Understanding why people behave as they do is vital to productive communication. We manage, make decisions, implement tasks, and work with people in many different ways. Yet, so often we assume others think as we do! This seminar provides insight into the motivations, behaviors, and actions of you and those around you. Applying this knowledge will increase interpersonal skills and improve communication.	
ITT-286	<a href="#">Hiring Key Employees in Today's Market</a>	16
	<u>Description:</u> When your organization is very tightly staffed, it is important to hire the best people who can produce the results you need. It is a challenge to hire people who are technically able to do the job and who will be a personal fit. By using methods and techniques taught in this course, you will develop a guaranteed success rate in selecting the best and most qualified candidate for the job, your department, and your organization.	
ITT-293	<a href="#">Instructional Design: Principles for Performance-Based Instructional Designs</a>	24
	<u>Description:</u> The primary goal of an instructional design is to create learning opportunities that lead to long-term, self-sustained performance change by the participants. Research in adult learning has identified specific approaches and principles necessary to engage learners, motivate them to want to learn and develop, and to lay the foundation that leads to personal change.	
ITT-294	<a href="#">Assessing Training &amp; Development Needs to Support Business Goals</a>	24

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	<u>Description:</u> The success of any business venture is dependent on the competencies or abilities of employees in reaching their goals. The ability to conduct a high level organization assessment for the purpose of identifying training and development needs is one of the most critical tools in supporting organizational efforts of growth and marketplace adaptability. In this module you will learn how to conduct an organizational assessment that analyzes business needs and then identifies the true training and development needs.	
ITT-295	<a href="#">Instructional Design II: Methodologies, Tools for Creating Training Programs</a>	24
	<u>Description:</u> How do you create a course design and then ensure that your design results in specific, planned performance changes? Instructional design that leads to predictable and measurable performance improvement and competency development can be as much a science as an art. This course teaches participants to create a comprehensive course design, including the development of a course design document, to the level of the delivery design, and all related design documentation.	
ITT-297	<a href="#">Delivering Effective Training</a>	24
	<u>Description:</u> Effective training demands skillful delivery by a prepared and confident presenter. This 3-day seminar will increase your power and presence in the training arena and arm you with the tools required to meet and exceed your program objectives.	
ITT-307	<a href="#">Strategic Marketing: Concepts &amp; Strategies</a>	16
	<u>Description:</u> This course relates both traditional and new marketing concepts to today's fast-paced, competitive and segmented business environment, with the emphasis on relating marketing theory to practical and effective real-world solutions. Both industrial and consumer situations will be considered with a strong focus on new product/service introduction, and product/service life cycle extension.	
ITT-317	<a href="#">Understanding &amp; Managing Conflict</a>	24
	<u>Description:</u> Conflict is a fact of life. But by better understanding conflict and how it affects your working relationships, you can begin to make conflict work for you, not against you. This highly-interactive 3-day seminar will help you strengthen your ability to work creatively with all types of conflict and improve your effectiveness in interpersonal relationships. Extensive resources for further learning will be provided throughout this course.	
ITT-330	<a href="#">Managing As A Leader: Enhancing Your Ability to Lead Others</a>	16
	<u>Description:</u> Managers play a critical role in the success of organizations today. To be an effective manager, one must possess and use numerous capabilities simultaneously. If you wish to be seen as a leader, this two-day workshop will help you focus on new skills and behaviors that will enhance your ability to lead others. We will explore managing and leading from a developmental and behavioral model, and you will uncover and identify your own capabilities that will guide you towards delivering outstanding results.	
ITT-352	<a href="#">Improving Supervisory &amp; Management Skills</a>	16
	<u>Description:</u> This seminar provides you with both useful ideas and practical tools to improve your overall supervisory and management effectiveness. Mid-level and front-line managers and supervisors are the driving force for improving performance, productivity, quality, and innovation in today's organizations. Whatever pressures and opportunities face you, this seminar will provide you with useful new skills and insights.	
ITT-405	<a href="#">Managing Information Technology (IT) Projects</a>	24
	<u>Description:</u> In today's dynamically changing business environment projects are initiated under tighter budgetary, resource and time constraints than ever before. This seminar will provide the attendees with proven "real life" tools and techniques to be utilized in managing	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	projects in a "multi-project" I.T. environment.	
ITT406	<a href="#">Communicating &amp; Presenting for Management Success (ITT406)</a>	24
	<u>Description:</u> Your ability to communicate with individuals and with small and large groups is crucial to your success. This 3-day course will give you the skills and confidence to listen, give praise and negative feedback, run meetings effectively, and deliver clear messages to any audience. You will have several opportunities to be videotaped and to see and hear yourself in action.	
ITT-407	<a href="#">Principles &amp; Techniques of Project Management</a>	24
	<u>Description:</u> This course provides an overview of project management concepts & principles using lecture, small group case studies and discussions. The course allows each team to build an individual project idea from design to completion emulating the project management life cycle. This course is 100 % compliant with the Project Management Institute's® (PMI's®) current Project Management Body of Knowledge® (PMBOK®).	
ITT-408	<a href="#">Estimating &amp; Managing Project Costs</a>	16
	<u>Description:</u> The first step in successfully managing a project's costs is to have a project budget that realistically reflects the costs for executing the project. This course gives project managers the tools they need to develop reliable cost estimates by assessing necessary project resources, applying one or more cost estimating methods, and adjusting the estimates based on resource availability and project risk. Students are also taught a process for evaluating the quality of cost estimates prepared by others.	
ITT-409	<a href="#">Internal Consulting Skills</a>	16
	<u>Description:</u> Individuals at all organizational levels have Many opportunities to be internal consultants. In this seminar, you will learn the basics of effective internal consulting and the tools that will help them to intervene successfully. You will be exposed to a variety of consulting models, including the Peter Block model.	
ITT-410	<a href="#">Project Procurement &amp; Contract Management</a>	16
	<u>Description:</u> This seminar takes a detailed and operational view of the project procurement and contract management process. You will be introduced to the procurement, solicitation, and contract processes as outlined in the Project Management Body of Knowledge (PMBOK)™. A systematic approach will aid you in developing an in-depth understanding of buyer - seller relationships, direct & indirect costs, preparation of specifications and bids, and the multiple complexities of contract administration.	
ITT-414	<a href="#">Leading &amp; Managing Successful Teams</a>	24
	<u>Description:</u> The art of team leadership involves nurturing individual and group potential, building team dynamics that maximize synergy and creativity, developing team relationships that lead to commitment and dedication, and appropriately empowering people to make the right decisions for the team and the organization.	
ITT417	<a href="#">Building High-Performance Teams</a>	16
	<u>Description:</u> There is strength in numbers. That is why effective teams are so powerful in the corporate environment. This course will give you the knowledge, skills, and motivation necessary to build and lead strong teams for meeting corporate goals.	
ITT-422	<a href="#">Preparing for PMP Certification</a>	16
	<u>Description:</u> This course is intended to prepare Project Managers for the Project Management Professional (PMP?) Certification Exam offered by	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	the Project Management Institute (PMI®). The PMP Certification Exam is comprised of 200 questions focusing on the five (5) Process Groups: Initiating, Planning, Executing, Controlling, and Closing, covering the nine (9) Knowledge Areas: Scope, Quality, Time, Cost, Risk, Human Resources, Procurement, Communications, and Integration Management, as delineated in the latest version of PMI's® A Guide to the Project Management Body of Knowledge.	
ITT-423	<a href="#">Strategies for Managing Change: Managing People in a Changing Environment</a>	16
	<u>Description:</u> All organizations must change and adapt in order to survive and grow. This 2-day workshop focuses on understanding the change process, and how to become proactive in change situations, rather than reactive. Discussion, analysis, and exercises will help you manage change effectively in your organization.	
ITT-425	<a href="#">How to Assess &amp; Manage Project Risk</a>	16
	<u>Description:</u> Project managers are critically examining their approach to managing risk. To remain competitive, projects cannot afford to set up contingencies or control measures for every conceivable risk. Rather, project managers must adopt a "graded approach" to managing risk. This course builds upon the four-step process for assessing and managing risk, and introduces learners to widely accepted computer-based risk assessment and risk management tools.	
ITT-427	<a href="#">Managing Project Communication</a>	16
	<u>Description:</u> Managing project communications is one of the most important duties of a project manager. Project managers must keep project owners, team members, management, subcontractors, and others informed of project status, while constantly evaluating where the project is and where it is going. This course helps project manager assess their project communication needs, plan for meeting those needs, and effectively communicate project status and forecasts throughout the project life-cycle. The course concludes with a lesson on how to manage project closure.	
ITT-429	<a href="#">Managing Successful Negotiations</a>	16
	<u>Description:</u> Whether knowingly or not, people negotiate everyday haggling over price, deciding which movie to see, discussing the conditions of employment, or settling the terms and conditions of a contract. This program is designed to help you acquire the necessary concepts, skills, and techniques to prepare for and to conduct successful negotiations.	
ITT-445	<a href="#">Effective Project Scheduling &amp; Control (ITT445)</a>	24
	<u>Description:</u> Today, more and more businesses are focusing on project control as a core competency to deal with shrinking project time-lines and delivering products with limited resources. This fast-paced course, which builds on the skills taught in Principles & Techniques of Project Management, will guide you through a practical, hands-on experience in planning a project. You will practice using the project plan as a "what if" model to answer key questions. You will then learn to use the project plan as a progress reporting tool. You will learn to record actual progress to date, "drill down" to discover variances, and determine if the variances are significant.	
ITT-460	<a href="#">Simulation of Real-World Project Management</a>	24
	<u>Description:</u> This is a dynamic interactive seminar designed primarily as, but not limited to being, a "cap stone" for the Project Management Certificate program. Working with proprietary simulation software and a case which resolves around an entrepreneurial company, you will be challenged to satisfy the needs to achieve an aggressive time schedule and budget, with limited resources.	
ITT-525	<a href="#">Project Quality Management</a>	16

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	<u>Description:</u> This course focuses on the quality of the management process within which projects are undertaken as well as how the project management process impacts the quality of the products or deliverables which are produced. It also provides exposure to the tools, techniques and metrics which can be used to ensure that sufficient quality of process and product are achieved. It includes exercises which allow attendees to assess their organizations' quality environments and the effectiveness of their organizations' project management processes.	
ITT-546	<a href="#">How to Design Assessment &amp; Evaluation Tools (ITT546)</a>	16
	Description: What are the most effective and cost efficient methods to identify the training and education needs for an organization? And, how do you ensure these programs are meeting performance outcome expectations? In this course you will learn how to design, administer, and analyze the results of six primary data collection tools. You will also learn how to conduct on-going validation analyses and assess individual and work-related performance against specifically defined competency objectives.	
ITT-635	<a href="#">Project 2002/2003 Server</a>	24
	Description: This course provides hands-on exercises with Microsoft Project 2003 Server. Students learn the major functions and features of the software and how to use them to initiate, plan, execute, control, and report progress as exercised. Emphasis is placed on using the software to effectively create and manage project schedules using accepted project management principles. Students are encouraged to bring to class samples from their work projects, which can be incorporated into the exercises.	
ITT-638	<a href="#">Project 2002/2003 Professional Series</a>	24
	Description: This course provides hands-on exercises with Microsoft Project 2003 Professional Series. Students learn the major functions and features of the software and how to use them to initiate, plan, execute, control, and report progress as exercised. Emphasis is placed on using the software to effectively create and manage project schedules using accepted project management principles. Students are encouraged to bring to class samples from their work projects, which can be incorporated into the exercises.	
ITT-639	<a href="#">Enterprise Application of Project 2002/2003 and Professional</a>	24
	Description: This course provides hands-on exercises with Microsoft Project 2003 Enterprise Program. Students learn how to integrate the major functions and features of the software into at an enterprise level, and learn how to use them to initiate, plan, execute, control, and report progress as exercised. Emphasis is placed on using the software to effectively create and manage project schedules using accepted project management principles. Students are encouraged to bring to class samples from their work projects, which can be incorporated into the exercises.	
DL101	<a href="#">Needs Assessment for an Effective Goal-Oriented Training Program</a>	16
	<u>Description:</u> The first step in the process of designing effective training program is to assess training needs by conducting a detailed knowledge and skills gap evaluation. The results of the knowledge and skills gap then can be used to map a training program that sets the training goals for the program. The goal oriented approach for training programs have been proven to be extremely effective in achieving the desired results.	
DL102	<a href="#">Development of Pedagogically Effective Training Programs</a>	24
	<u>Description:</u> The blended learning models take advantage of face-to-face learning with a domain expert and also incorporates the learning conceptual framework on-line with the help of hypermedia-based exposition of the content. The flexible cognitive approach is based on the proven pedagogical theories of cognitive flexibility, situated learning, constructivist, and component display that allow development of effective training to accommodate individual learning styles.	
DL103	<a href="#">Performance-Driven Instructional Design: The Learning Cube</a>	24

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	<u>Description:</u> The performance-driven instructional design is based on the flexibility to choose media and learning strategies to match individual preferences. The learning cube model provides a framework to combine instructional media, learning strategies, with effective interactivity. The learning cube methodology allows development of highly customizable training components that ensure better learning outcomes.	
DL104	<a href="#">Techniques for Designing Pedagogically-Driven Training</a>	24
	<u>Description:</u> Courses designed for classroom learning and for static websites do not allow adaptive learning to improve the pedagogical effectiveness of the training. The blended approach with a well-designed on-line component allows management of the individual learning trajectory for optimum learning outcomes. The individual learners can choose their own preferred way of learning leading to higher performance results both in terms of time-to-learn (cycle time) and its immediate utility in the organizational performance gains when properly re-enforced at the workplace.	
ITT-DL105	<a href="#">Assessment and Evaluation: The Pedagogical Effectiveness Index</a>	24
	<u>Description:</u> Assessment and evaluation of the training programs is an important element to ascertain successful delivery and implementation. The courses evaluations lead to an understanding of the pedagogical effectiveness of the course, while the assessments allows determination of the learner's performance. The techniques, such as formative, summative and diagnostic evaluations, are used for determining the success of the training program. The pre-test, diagnostic test and exams are used to assess the competency of the learner to master the concepts. The multi-dimensional pedagogical effectiveness index is a methodology that allows evaluation of the blended learning method for training.	
ITT-HPA101	<a href="#">HIPAA Administrator</a>	8
	<u>Description:</u> In this HIPAA Administrator seminar we examine the impact of the legislation from the perspective of end users, such as nurses and administrators, responsible for delivering and supporting health-care related services.	
ITT-HPA102	<a href="#">HIPAA Professional</a>	24
	<u>Description:</u> This Certified HIPAA Professional Training helps you better understand HIPAA's Administrative Simplification Act as well as how to create a framework for initiating and working towards a blueprint for HIPAA compliance.	
ITT-HPA103	<a href="#">HIPAA Security Specialist</a>	16
	<u>Description:</u> A core aspect of the Health Insurance Portability and Accountability Act (HIPAA) is to secure electronic medical records. In this HIPAA Security course we examine all defined HIPAA security specifications and identify options and solutions available to secure health care entities. The HIPAA security provision will result in substantial investment in e-business initiatives and deployment of security technology specifically in the health-care and insurance industries. The Certified HIPAA Security Specialist (CHSS) training helps you understand the core elements for defining the framework towards HIPAA's security compliance.	
ITT-IA101	<a href="#">Understanding the Certification and Accreditation Process</a>	16
	<u>Description:</u> This course provides a comprehensive evaluation of the technical and non-technical security procedures of an IT system and other safeguards made in support of the DITSCAP accreditation process.	
ITT-IA102	<a href="#">DITSCAP &amp; NIACAP Training Program</a>	16
	<u>Description:</u> Provides students skills involved in DITSCAP/NIACAP procedures; defines a process for uniform C&A practice; applicable throughout the life cycle of a system; applicable to any type of acquisition strategy or development; and is part of a total acquisition strategy.	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
ITT-IA103	Information Assurance Level 1 User Training	16
<p><u>Description:</u> This course provides students with a basic understanding by describing the responsibilities of HQDA organizations with respect to Information Assurance; defines the roles and responsibilities of key personnel involved in information systems security; identifies Army Policies, and DOD Directives.</p>		
ITT-MCSA101	Microsoft Certified Systems Administrator (MCSA) on Windows 2000 or 2003	200
<p><u>Description:</u> The Microsoft Certified Systems Administrator (MCSA) certification is designed for professionals who implement, manage, and troubleshoot existing network and system environments based on Microsoft Windows® 2000 platforms, including Microsoft .NET Enterprise Servers. Implementation responsibilities include installing and configuring parts of the systems. Management responsibilities include administering and supporting the systems. Microsoft Certified Systems Administrator (MCSA) candidates on this track must pass three core exams and one elective exam.</p>		
ITT-MCSA102	Microsoft Certified Systems Administrator (MCSA) + Security on Windows2K or 2003	240
<p><u>Description:</u> The MCSA: Security on Microsoft Windows 2000 certification identifies systems administrators who specialize in implementing, managing, and maintaining security on the Microsoft platform and who focus on creating a secure computing environment. Microsoft Certified Systems Administrator (MCSA): Security candidates on the Microsoft Windows® 2000 track must pass three core exams and two security specialization exams.</p>		
ITT-MCSE101	Microsoft Certified Systems Engineer (MCSE) + Security on Windows 2000/2003	280
<p><u>Description:</u> The MCSE: Security on Microsoft Windows 2000 certification identifies systems engineers who specialize in designing, planning, and implementing security on the Microsoft platform and who focus on creating a secure computing environment. Microsoft Certified Systems Engineer (MCSE): Security candidates on the Microsoft Windows® 2000 track must pass four core exams and three security specialization exams.</p>		
ITT-MCSE102	Microsoft Certified Systems Engineer (MCSE) on Windows 2000 or Windows 2003	320
<p><u>Description:</u> The Microsoft Certified Systems Engineer (MCSE) credential is the premier certification for professionals who analyze the business requirements and design and implement the infrastructure for business solutions based on the Microsoft Windows 2000 platform and Microsoft .NET Enterprise Servers. Implementation responsibilities include installing, configuring, and troubleshooting network systems. Microsoft Certified Systems Engineer (MCSE) candidates on this track must pass four core exams, one design exam, and two elective exams.</p>		
ITT-MCSE103	Microsoft Certified Systems Engineer (MCSE) Windows 2003 Upgrade	40
<p><u>Description:</u> Microsoft has designed an upgrade path that will enable a current MCSE and/or MCSA to earn the Windows Server 2003 credential in a time- and cost-effective manner. An MCSE on Windows 2000 must pass two required exams.</p>		
IIT-MCSE104	Microsoft Certified Database Administrator (MCDBA) on Windows 2000	320
<p><u>Description:</u> The Microsoft Certified Database Administrator (MCDBA) on Microsoft SQL Server™ 2000 credential is the premier certification for professionals who implement and administer Microsoft SQL Server databases. Microsoft Certified Database Administrator (MCDBA) on Microsoft SQL Server™ 2000 candidates need to pass three core exams and one elective exam that provide a valid and reliable measure of technical proficiency and expertise in the implementation and administration of SQL Server databases.</p>		
ITT-CCNA101	Cisco Certified Network Associate (CCNA)	40

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
<p><u>Description:</u> The CCNA certification (Cisco Certified Network Associate) indicates a foundation in and apprentice knowledge of networking. CCNA certified professionals can install, configure, and operate LAN, WAN, and dial access services for small networks (100 nodes or fewer), including but not limited to use of these protocols: IP, IGRP, Serial, Frame Relay, IP RIP, VLANs, RIP, Ethernet, Access Lists.</p>		
ITT-CCNP101	<a href="#">Cisco Certified Network Professional (CCNP)</a>	160
<p><u>Description:</u> The CCNP certification (Cisco Certified Network Professional) indicates advanced or journeyman knowledge of networks. With a CCNP, a network professional can install, configure, and troubleshoot local and wide area networks for enterprise organizations with networks from 100 to more than 500 nodes. The content emphasizes topics such as security, converged networks, quality of service (QoS), virtual private networks (VPN) and broadband technologies.</p>		
ITT-ITMIL101	<a href="#">IT Bootcamp (ITCB) Level I &amp; II Course</a>	80
<p><u>Description:</u> This course provides any organization a complete training solution that teaches our military students the core basics of internetworking through advanced network management techniques. Students learn the theory and concepts of data networks from the basics of the OSI Model through connectivity troubleshooting points and into advanced Cisco and Firewall Data Package components, into a complete hands-on student case study where students employ all classroom instruction into a live exercise.</p>		
ITT-ITMIL102	<a href="#">THSDN Operations and Design Course</a>	40
<p><u>Description:</u> This training event provides over 40 hours of introductory level networking basics, including the history and expansion of tactical data networks, topologies, TCP/IP, basic router functions, static versus dynamic router protocols, router hardware components and interfaces, and includes a brief overview of military tactical high speed data networks (THSDN). This course provides users with theory as well as practical hands-on labs necessary to understand site emplacement and setup; administration and maintenance; and finally re-deployment of a military networks in a tactical environment.</p>		
ITT-ITMIL103	<a href="#">Tactical Network Management Course</a>	40
<p><u>Description:</u> This course provides students a complete overview of tactical network management tools such SNMP-C; CiscoWorks; HP OpenView; and What's Up Gold. Training uses current case studies and deployment scenarios to give students a realistic hands-on approach to troubleshooting networks, step-site interfacing, and providing joint-level integration and operations.</p>		
ITT-ITMIL104	<a href="#">Tactical SysAdmin Course (LAN)</a>	120
<p><u>Description:</u> This course is designed for soldiers who will administer network servers as well as those who will configure client workstations to operate on a Local Area Network. It covers the major topics of data storage and NTFS, networking with Windows 2000 and basic Active Directory concepts and services.</p>		
ITT-ITMIL105	<a href="#">TACLAN SIPR/NIPR/SCI Segment Course</a>	80
<p><u>Description:</u> This course provides students with the following: understand and apply the principles of secure information systems design; operate, manage, and troubleshoot associative networks; understand the design necessary to accommodate different networking models; understand and be able to install, configure, maintain, and troubleshoot organizational information technology equipment to support networked systems including: computer client/server hardware; basic networking topologies, protocols, and all layers of the OSI model; client/server network operating systems; e-mail messaging servers; Cisco routers, switches, and PIX firewalls; and Information Assurance processes and procedures.</p>		
ITT-ITMIL106	<a href="#">Advanced Tactical Router and Protocol Configuration Course (WAN)</a>	80

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	<u>Description:</u> This course is designed for students who will work with routers and switches to interconnect the various corps internetworks to multiple division and non-corps networks. It provides an advanced understanding of the more complex techniques required when designing, implementing and managing these networks.	
ITT-ITMIL107	<a href="#">Implementing a Switched Network in a Tactical Environment Course</a>	40
	<u>Description:</u> This training event provides students with skills and abilities to install, operate, and manage a Cisco switched network as it applied to data packages, the Single Shelter Switch data upgrade, and the Base Band Node.	
ITT-ITMIL108	<a href="#">IP Telephony Call Managers Basic Course</a>	40
	<u>Description:</u> This enhanced Cisco Call-Manager course delivers the needed skills to add, move, change and troubleshoot IP Telephony devices. This course also provides students with the skills required to support IP phone users and identify network and server impact when administering changes. Students configure the latest Cisco CallManager version on a Windows 2000 server platform.	
ITT-ITMIL109	<a href="#">Voice Over IP Telephony Fundamentals Course</a>	40
	<u>Description:</u> This course provides students with the skills and abilities to configure Voice over IP using the latest existing voice hardware/software, and select which multi-service access device would best serve their needs. It provides the fundamentals of Voice over IP standards, protocols, and hardware, design, and provides students with the ability to configure a VoIP network using Cisco's version of VoIP equipment. It teaches the fundamentals of PBXs and applies the principles and concepts to develop a process for integrating VoIP equipment with PBXs and for replacing PBXs.	
ITT-ITMIL110	<a href="#">Advanced Filtering and Access List Security Course</a>	40
	<u>Description:</u> This task-oriented course provides students with the knowledge and skills needed to secure organizational Cisco IOS router networks through applying filters and access control lists in a tactical environment. Through the use of hands-one labs, students also learn how to troubleshoot filters, configure remote access, and perform an in-depth analysis on employing IPSec throughout a tactical network.	
ITT-ITMIL111	<a href="#">Cisco Pix Firewall Course</a>	40
	<u>Description:</u> During this program, students gain the knowledge and skills necessary in order to implement, maintain, configure, verify and manage the PIX Firewall and the Cisco Firewall IOS that are deployed as part of an organization's tactical data package. Additional training is provided on the Single Shelter Switch upgrade and Base band node packages.	
ITT-ITMIL112	<a href="#">Cisco IDS Course</a>	40
	<u>Description:</u> Cisco IDS is a task-oriented course that teaches the knowledge and skills needed to design, install, and configure a Cisco Intrusion Protection solution for small, medium, and enterprise networks. The course covers Cisco IDS platforms including the Cisco 4200 series Sensors, the Network Module for Cisco 2600/3600/3700 routers, and the Catalyst 6000 series Intrusion Detection Module 2 (IDSM2). The IDS Device Manager and the Management Center for IDS Sensors are used to configure and manage Cisco IDS Sensor platforms. The IDS Event Viewer and the Monitoring Center for Security are used to view IDS alarms.	
ITT-ITMIL114	<a href="#">Promina 800/400/200 Course</a>	40
	<u>Description:</u> This course is designed to provide students with the knowledge and skills in order to use the Promina 800 Series, IDNX/90 and IDNX/20 nodes. Students learn the PMAP/MBM operator interface to configure networks, management bandwidth resources, monitor network usage, and maintain network operations by performing diagnostics and interpreting alarms and events. Students use labs to understand	

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	troubleshooting networks consisting of T-1's, T3's, E1's, E3's, and Promina 200/400/800, IDNX/90/20S, and Micro/20's.	
<a href="#">ITT-ITMIL115</a>	<a href="#">REDCOM IGX Switch Course</a>	40
<u>Description:</u> This course is designed to provide students with the knowledge and skills on how to employ the REDCOM IGX (ISDN Gateway Exchange) Switch in a wide variety of switching applications. Students learn hardware, software, switching support for analog and digital lines and trunks, as well as wireless connections. Students additionally will understand and be able to utilize the Tactical Communications Package (TCP): Transit Case system containing two standard shelves and cable trays when deploying with the REDCOM IGX Switch.		
<a href="#">ITT-ITMIL116</a>	<a href="#">Windows 2000 Server Administration in a Tactical Environment</a>	40
<u>Description:</u> This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows 2000 directory services. The course also focuses on implementing Group Policy and performing the Group Policy-related tasks required to centrally manage users and computers within a tactical military environment.		
<a href="#">ITT-ITMIL117</a>	<a href="#">Windows 2003 Server Administration in a Tactical Environment</a>	40
<u>Description:</u> This course is designed to provide students with the knowledge and skills necessary to install, configure, and administer Microsoft Windows 2003 directory services. The course also focuses on implementing Group Policy and performing the Group Policy-related tasks required to centrally manage users and computers within a tactical military environment.		
<a href="#">ITT-ITMIL118</a>	<a href="#">Microsoft Exchange Server 2000 Administration in a Tactical Environment</a>	40
<u>Description:</u> This course is designed to teach students the necessary skills in order to install, configure, and administer Microsoft Exchange 2000 in an Tactical Environment. The course focuses on those elements that are critical to the successful management and administration of a Microsoft Exchange 2000 Server within a Joint, Theater, or major command tactical environment.		
<a href="#">ITT-ITMIL119</a>	<a href="#">Microsoft Exchange 2003 Server Administration in a Tactical Environment</a>	40
<u>Description:</u> This course is designed to teach students the necessary skills in order to install, configure, and administer Microsoft Exchange 2003 in an Tactical Environments. The course focuses on those elements that are critical to the successful management and administration of a Microsoft Exchange 2003 Server within a Joint, Theater, or major command tactical environment.		
<a href="#">ITT-SPSAdmin</a>	<a href="#">SharePoint 2003 Portal Server Administrators Course</a>	32
<u>Description:</u> This course concentrates on Windows SharePoint Site administration. WSS sites can be managed by using the HTML administration pages, which can be accessed by clicking on the Site Settings link. Depending upon the Site, the Site Settings link is either on top level navigation or on the dropdown menu when you click.		
<a href="#">ITT-SPSContributor</a>	<a href="#">SharePoint 2003 Portal Server Contributor Course</a>	24
<u>Description:</u> This course concentrates on the SharePoint Portal Server from the contributor's perspective, in particular, the user of Document Libraries, lists - their contents and views, and the creation of new sites. Students learn to understand and use the different methods of accessing documents in Document Libraries; Uploading documents and creating folders; describing and using the Check-in and Check-out mechanisms of the document library; describing the importance of Listings and Keywords; and Creating Sites and listings.		
<a href="#">ITT-SPSReader</a>	<a href="#">SharePoint 2003 Portal Server Reader Course</a>	24
<u>Description:</u> This course concentrates on the SharePoint Portal Server from the readers' perspective, that is the person who comes to the Portal		

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

Course Number	Course Name	Length(hrs)
	website to find and read information. It teaches students how to easily browse and search a portal where published documents reside, and best practices of adding public views of the web site.	
ITT-SPSMYSite	SharePoint 2003 Portal Server MySite Course	24
<u>Description:</u> This course concentrates on the SharePoint Portal Server Personal Web Site - My Site. To be able to use My Site, a user must be assigned to, at a minimum, the member site group. Students learn how to come to the Portal website to submit information and has the ability to create a personal site.		
ITT-SPSOffice	SharePoint 2003 Portal Server Office Integration Course	24
<u>Description:</u> This course concentrates on the integration features of Microsoft Office 2003 with Windows Sharepoint Portal Server. In particular, students learn how to create WSS sites from their Office applications; use the Office 2003 Research feature and the Person Smart Tag; Use new integration features in Microsoft Office Word 2003; Excel 2003, Access 2003; and Outlook 2003. Students also learn how to the help facility within these products to learn how they interact with SharePoint.		

Information for Ordering Offices

ATTACHMENT 2 – LABOR CATEGORIES

**b. InovaTech Labor Category Descriptions**

Special Item Number: 27-400 Instructor-Led Training

InovaTech, Inc. Labor Categories Education-Degree & General/Specialized Experience	
Labor Category	Labor Category Description
<b>SIN 27-400 Instructor-Led Training</b>	
<p style="text-align: center;"><b>Project Management Instructor I (Item Number 1)</b></p>	<p><u>Minimum/General Experience:</u> Must have seven years of general teaching experience including five years of specialized project management instructional experience of which two years were direct supervisory experience.</p> <p><u>Functional Responsibility:</u> Monitors each task, and keeps the Senior Instructor abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. As a senior instructor, provides technical direction for students in the complete systems development effort. May serve as a technical authority for a design area. As a PM Instructor, resolves unique and unyielding student problems using new technology. Schedules and assigns duties to subordinates. Interacts with government management personnel. Reports in writing and orally to other instructors and government representatives, including the government contracting officer.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Education, Project Management, or Computer Science or related field</p>
<p style="text-align: center;"><b>Project Management Instructor II (Item Number 2)</b></p>	<p><u>Minimum/General Experience:</u> Must have ten years of general teaching experience including seven years of specialized project management instructional experience of which two years were direct supervisory experience. General experience includes increasing responsibilities in teaching project management systems design and risk.</p> <p><u>Functional Responsibility:</u> Serves as the Supervising instructor, and shall be responsible for formulating and enforcing teaching standards, assigning instructor schedules, reviewing work discrepancies, supervising support personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall training performance and shall not serve in any other capacity. Ability to manage and ensure the successful completion multiple teaching tasks in assigned program(s)</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Education, Project Management, or Computer Science or related field.</p>

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Information for Ordering Offices**

<p align="center"><b>Senior Program Manager I (Item Number 3)</b></p>	<p><u>Minimum/General Experience:</u> Must have more than twelve years' experience in teaching and adult learning theory, of which at least five years must be supervisory experience. Must have the ability to manage and ensure the successful completion of multiple teaching tasks in assigned program(s). Must have the ability to recruit, hire, manage, supervise, train, schedule, coordinate, and evaluate staff as assigned.</p> <p><u>Functional Responsibility:</u> Responsible for teaching very complex and/or high risk programs, and shall not serve in any other capability. Directs daily staff and other instructors to meet client and corporate work objectives. Supervises assigned instructional design staff, including subordinate managers. Assures quality of task products, services, and deliverables, including participating in reviews, audits, and site visits. Serves as a liaison with clients to coordinate activities, negotiate tasks, and solve problems. Responsible for coordinating and monitoring subcontractor activities.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Education, Project Management, or Computer Science or related field</p>
<p align="center"><b>Proprietary Product Database Instructor (Microsoft SQL Server 2000) (Item Number 4)</b></p>	<p><u>Minimum/General Experience:</u> Have taught at least 3 proprietary product courses such as Administering a MS SQL 2000 Server, Programming a MS SQL 2000 Server, Designing and Implementing a MS SQL 2000 Server, and at least two years experience in all phases of system analysis, data base administration, or five years of intensive and progressive experience in all phases of systems analysis, design and development. Three years experience as a database administrator for proprietary product RDBMS, such as Microsoft SQL Server 2000. Must have experience as Database Administrator with the latest commonly used version of the relevant RDBMS.</p> <p><u>Functional Responsibility:</u> Teaches how to manage a proprietary database. Performs exceptionally complex database administration functions which include, but is not limited to, managing/maintaining distributed relational databases residing in a central system. Provides 24 x 7 support for production issues. Manages security aspects of a Microsoft SQL Server 2000 as well as backups, storage, tuning, recovery, and load strategy design and implementation of a propriety product database. Administers the development of Microsoft SQL database projects. Plans and budgets staff and database resources. Reallocates resources to maximize benefits. Problem-solves and analyzes potential database risks. May provide daily supervision and direction to support staff, and oversees daily database operations.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Systems Engineer Instructor I (Item Number 5)</b></p>	<p><u>Minimum/General Experience:</u> Must have three years' instructional experience of which at least one year must be specialized. Specialized experience includes: analytically solving workflows, organization, and/or planning problems. General experience includes increasing responsibilities in systems engineering.</p> <p><u>Functional Responsibility:</u> Trains software tools and subsystems to support software reuse and domain analysis.</p>

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Information for Ordering Offices**

	<p>Teaches software requirements and design specifications to code, and integrates and tests software components. Requires competence in structured analysis and architecture design concepts/methods. Possesses knowledge of the state-of-the-art in open system standards (e.g., OSI, ISO, OSE, TAFIM), design methodologies and tools such as entity relationship/dataflow diagrams and IDEF1x, object oriented principles, and systems engineering practices. Analytically and systematically evaluates problems of work flows, organization, and planning and develops computer system solutions. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provides for present and future cross-functional requirements and interfaces.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Systems Engineer Instructor II (Item Number 6)</b></p>	<p><u>Minimum/General Experience:</u> Must have eight or more years' directly related teaching experience in all phases of systems engineering. Also requires advanced knowledge of the principles, methods, and techniques used in all phases of the engineering, application, and development of multiple operating systems; knowledge of or certification in specific applications or processes may be required, depending on job assignment.</p> <p><u>Functional Responsibility:</u> Instructs all phases of computer operating/hardware systems engineering, including design, analysis, and modeling at a highly technical level; analyzes complex computer software/hardware requirements to provide integration and implementation support; performs operating/hardware systems engineering, including full life cycle design and development; analyzes and documents users' functional and data requirements; develops site survey instruments to gather detailed user requirements and business process analysis data; conducts functional user interviews to document functional, system, customization, and data requirements and data sources; formulates system concepts and architecture, specifies requirements, and develops implementation approaches; determines data requirements for internal processes and external interfaces; develops new systems or tailors commercial products to meet user requirements; directs and coordinates all activities necessary to complete a major engineering project or several small projects to specification and on schedule; may serve as task or project lead, exercising leadership in either a technical role training other hardware engineers and implementing and enforcing established standards and technologies, or in a project coordination role leading tasks and assuming responsibility for the design, development, test and delivery of a software system or application.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Computer Science or related field</p>
<p align="center"><b>Computer Security Training Specialist I (Item Number 7)</b></p>	<p><u>Minimum/General Experience:</u> Must have a minimum of seven years' training experience, of which at least five years must be information security/Information Assurance (IA) experience. Must have experience in teaching security administration, evaluation of security/Information Assurance product capabilities, assessment and policy development. Must have a solid understanding of federal information security/assurance policies, standards and regulations.</p> <p><u>Functional Responsibility:</u> Instructs technical information about an organization's mission goals and needs, IT infrastructure and existing security/IA products. Assists in developing security/IA policies, procedures and standards. Responsibilities will include teaching the customer how to minimize risks and assess and secure networks. Ensuring systems on-hand meet all regulatory guidelines for security. Reporting procedures and incident reports as well as managing intrusion detection systems and other network security monitoring tools.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p><b>Computer Security Training Specialist II</b></p>	<p><u>Minimum/General Experience:</u> Must have a minimum of ten years' experience, of which at least eight must be information</p>

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Information for Ordering Offices**

<p><b>(Item Number 8)</b></p>	<p>security/Information Assurance (IA) experience. Must have experience in security administration, evaluation of security/Information Assurance product capabilities, assessment and policy development. Must have a solid understanding of federal information security/assurance policies, standards and regulations.</p> <p><u>Functional Responsibility:</u> Gathers and organizes technical information about an organization's mission goals and needs, IT infrastructure, and existing security/IA products. Assists in developing security/IA policies, procedures, and standards. Responsibilities will include working with the customer to minimize risks and assess and secure networks. Evaluates and recommends security products for various platforms and initiatives. May act as a project leader and provide technical leadership and guidance.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Computer Science or related field</p>
<p><b>Web Design Instructor I (Item Number 9)</b></p>	<p><u>Minimum/General Experience:</u> Requires at least two years experience in teaching Web design. Also requires knowledge of the principles, methods, and techniques used in teaching Web design.</p> <p><u>Functional Responsibility:</u> Teaches students how to build Web pages using a variety of graphics software applications, techniques, and tools; designs and develops user-interface features, site animation, and special-effects elements; designs the Website to support the customer's strategies and goals relative to external communications; contributes to the Web design group's efforts to specify, improve, and implement the look, feel, and function of online projects; interfaces directly with customers, users, graphic artists, and Web software developers.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p><b>Web Design Instructor II (Item Number 10)</b></p>	<p><u>Minimum/General Experience:</u> Requires at least four years' experience in teaching systems technology. Must have an understanding of federal information security/assurance policies, standards and regulations.</p> <p><u>Functional Responsibility:</u> Responsible for teaching overall technical integrity of an organization's Website. Provides instruction on how to maintain and upgrade hardware and software including website technical architecture related to hardware and telecommunication connectivity. Provides instruction on how to administer e-mail, chat, and FTP and HTTP services. Communicates router configuration changes and troubleshoots system errors and bugs. Maintains servers, creates monitoring reports and logs, and ensures functionality of links. Monitors site for acceptable performance and user accessibility. Establishes backups and monitors site security.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p><b>Unix System Administration Instructor I (Item Number 11)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least four years' experience, of which at least two years are specialized experience in teaching or instructing UNIX or open systems-compliant systems.</p> <p><u>Functional Responsibility:</u> Teaches troubleshooting and making necessary adjustments in network operating systems and software and hardware. Provides training to other staff on how to design, develop, install, test, debug, modify and maintain distributed processing databases on the LAN. Requires good communication skills, proficiency with BSD (e.g. NetBSD, OpenBSD), Windows XP, and Mac OS X operating systems; understanding of the administration of SQL database servers such as (e.g. PostgreSQL), and secure web servers such as Apache with mod_ssl; knowledge of Perl and CGI scripting; working knowledge of Bourne shell scripting; knowledge of standard backup infrastructures; UNIX</p>

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Information for Ordering Offices

	<p>system and program installation, compilation and configuration; system-level security procedures, familiarity with cryptography tools (e.g. secure shell, OpenSSL, IPSec); experience maintaining servers for standard Internet services such as DNS, NFS, DHCP, Samba, printing (e.g. LPR, CUPS) and FTP service; previous experience teaching or training others; preferred GPA of 2.3 or greater.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p style="text-align: center;"><b>Computer Operator Instructor I (Item Number 12)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least three years' experience of which at least one year must be specialized in teaching computer operations.</p> <p><u>Functional Responsibility:</u> Teaches students how to operate, monitor, and control a mainframe computer and related peripheral equipment using established procedures. Teaches students in the use of console or terminal, storage devices and printers, and reports problems or variances. May assist in reconfiguring system components when individual units fail. Performs duties to operate computer consoles and peripheral equipment such as printers, tape and disk drives IAW site-specific operating procedures; maintains records regarding output units and supply inventories; sets up printers for routine print jobs; assists in performing back-ups and routes error messages to appropriate personnel. May supervise other Computer Operators.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p style="text-align: center;"><b>Communications Instructor I (Item Number 13)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least six years of general experience with telecommunications systems including three years of instructional experience.</p> <p><u>Functional Responsibility:</u> Provides technical training and education for telecommunications activities including planning, designing, installing, and maintaining large telecommunications networks. Provides students with training on how to develop, operate, and maintain voice, video, and/or data communications systems. Applies telecommunications engineering principles and theory throughout the instructional process on design and configuration alternatives. Consults with user personnel to ensure that training will meet the requirements. Prepares studies and gives presentations on communications concepts. Provides technical guidance to other personnel concerning data communications requirements. Participates in preparing specifications for acquiring commercially available data communications networks.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p style="text-align: center;"><b>Network Engineer Instructor I (Item Number 14)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least two 2 years' related network design/administration experience and two 2 years' of teaching experience. Also requires knowledge of the principles, methods, and techniques used in adult learning and knowledge transfer. Teaching Certification in specific applications may be required, depending on job assignment.</p> <p><u>Functional Responsibility:</u> Teaches local and wide area network systems, including planning, designing, evaluating, selecting, and upgrading operating systems and protocol suites and configuring communication media with concentrators, bridges, and other devices; teaches how to resolve interoperability problems to obtain operations across all platforms including email, file transfer, multimedia, teleconferencing, and the like; trains students in how to configure systems to user requirements; supports the acquisition of hardware and software as well as subcontractor services as needed; performs various tests and documents results; teaches network administrators on how to maintain local and wide area networks; provides technical support and troubleshooting.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Information for Ordering Offices**

<p align="center"><b>Hardware Training Specialist I (Item Number 15)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least five years' progressive experience in teaching systems analysis with three years' intensive teaching experience and progressive specific experience in the specialty.</p> <p><u>Functional Responsibility:</u> Teaches how to install PC's and related hardware. Provides students with an understanding of hardware problems and performs minor system hardware and communication connection repairs. Teaches basic diagnostic testing. Major problems or repairs are directed to outside vendors. This position usually requires comprehensive knowledge of PC hardware installation, repair, testing, and troubleshooting. Determines feasible hardware alternatives in client server environments. Reviews computer systems in terms of capabilities and makes recommendations for improved utilization. Prepares or directs preparation of reports concerning hardware. Prepares or participates in preparing functional requirements and specifications for hardware acquisitions.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Configuration Management Training Specialist I (Item Number 16)</b></p>	<p><u>Minimum/General Experience:</u> Must have five years of teaching experience and/or system analysis and programming experience, including two years of configuration management experience.</p> <p><u>Functional Responsibility:</u> Responsible for teaching configuration management activities including product identification, change control, status accounting, operation of the program support library, and development and monitoring of equipment/system acceptance plans. Teaches and selects configuration management tools and standards. Teaches configuration management plans and procedures. Responsible for instructing students on configuration management, requirements, design, and code.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Instructor I (Item Number 17)</b></p>	<p><u>Minimum/General Experience:</u> Must have four years' experience in information systems development, training, or related fields. Must have two years specialized experience. Specialized experience includes: experience in developing and providing IT and end-user training on computer hardware and application software. General experience includes information systems development, training, or related fields. Demonstrated ability to communicate orally and in writing.</p> <p><u>Functional Responsibility:</u> Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Instructor II</b></p>	<p><u>Minimum/General Experience:</u> Must have six years' experience in information systems development, training, or related</p>

**A U T H O R I Z E D F E D E R A L S U P P L Y S C H E D U L E P R I C E L I S T**

**Information for Ordering Offices**

<p align="center"><b>(Item Number 18)</b></p>	<p>fields, with at least three years experience developing and providing IT and end-user training on computer hardware and application software.</p> <p><u>Functional Responsibility:</u> Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, and seminars. Provides daily supervision and direction to staff.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Training and Development or related field</p>
<p align="center"><b>Training Specialist I (Item Number 19)</b></p>	<p><u>Minimum/General Experience:</u> Requires at least three years' directly related experience in the design and development of training programs. Also requires knowledge of the principles, methods, and techniques used in the design and development of computer-based training programs as well as relevant hardware/software and computer equipment as required. Must be able to present training programs to users and serve as a technical team lead.</p> <p><u>Functional Responsibility:</u> Designs training objectives; develops computer-based training programs for assigned software; designs courseware and structures training classes; creates lesson text; provides documentation for software training; designs program authoring systems; creates final version of training programs; presents training programs to users; designs program flowcharts; may serve as a team lead.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Training Specialist II (Item Number 20)</b></p>	<p><u>Minimum/General Experience:</u> Requires at least seven years' directly related experience in the design, development, testing, and implementation of computer-based training programs. Also requires thorough knowledge of the principles, methods, and techniques used in the design, development, testing, and implementation of computer-based training programs; knowledge of relevant hardware/software and computer equipment as required. Must be able to present training programs and evaluate effectiveness of training and serve as a team or task lead.</p> <p><u>Functional Responsibility:</u> Defines training requirements and analyzes system software changes; develops computer-based training objectives and methodologies; coordinates with subject matter experts to design training strategy; designs courseware, including structuring training classes; creates lesson text; provides documentation for software training; tests training programs and edits for effectiveness, creates final version; designs program authoring systems; presents training programs to users, validates and evaluates training effectiveness; designs program flowcharts; may develop multi-media training as required; conducts research into new training, educational, and multimedia technologies; may serve as a team or task lead.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Training and Development or related field</p>

Information for Ordering Offices

**Education/Experience Substitutions -**

The following presents the allowable substitutions based on education and experience:

Four (4) years' experience (in addition to minimum experience requirements) may be substituted for a Bachelor's degree.

Two (2) years' experience (in addition to minimum experience requirements and Bachelor's degree) may be substituted for a Master's degree.

Two (2) years' experience (in addition to minimum requirements and Master's degree) may be substituted for a Ph.D.

For categories where a Bachelor's degree is required, a Master's degree may be substituted for two (2) years' experience; or a doctoral degree may be substituted for three (3) years' experience.

For the categories of Network Engineer and Communications Network Manager, a Certificate in a related technology (certified Network Engineer, for example) may be substituted for the degree requirement.

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

**ATTACHMENT 3 – PRICING - INDIVIDUAL COURSES (A MINIMUM OF SIX (6) STUDENTS IS REQUIRED PER CLASS)**

Prices Shown Herein are Net (discount deducted)

SIN	Course Number	Course Name	Length(hrs)	GSA Net Price
27-400	APP-IC3CF	Computer Fundamentals: IC3 Certiport Training	8	\$90.38
27-400	APP-IC3AT	Application Training: IC3 Certiport Training	8	\$90.38
27-400	APP-IC3LI	Living on the Internet: IC3 Certiport Training	8	\$90.38
27-400	APP-FMX	Macromedia Flash MX	24	\$680.06
27-400	APP-DMX	Macromedia DreamWeaver MX (Scorm 2.0)	24	\$680.06
27-400	APP-CFMX	Macromedia Cold Fusion MX	24	\$680.06
27-400	APP-FHMX	Macromedia FreeHand MX	24	\$680.06
27-400	APP-FWMX	Macromedia Fireworks MX	24	\$680.06
27-400	APP-FP02	Microsoft FrontPage 2002	8	\$226.69
27-400	APP-SPS03	Microsoft SharePoint Portal Server	24	\$680.06
27-400	APP-IIS	Microsoft IIS Server	24	\$680.06
27-400	APP-MSASP	Microsoft ASP	24	\$680.06
27-400	APP-HTML	Web Languages: HTML	24	\$680.06
27-400	APP-JS	Web Languages: JavaScript	24	\$680.06
27-400	APP-HPO	HP OpenView	40	\$1,133.44
27-400	APP-UX	Unix Fundamentals	32	\$906.75
27-400	APP-SM	Solaris	40	\$1,133.44
27-400	APP-APE	Apache 2.0.3 HTTP Server	16	\$680.06
27-400	APP-GH	Ghost 7.5	24	\$680.06
27-400	APP-VSD	Microsoft Visio	16	\$453.38
27-400	APP-XLS	Microsoft Excel	16	\$453.38
27-400	APP-DBA	Microsoft Access	16	\$453.38
27-400	APP-PPT	Microsoft PowerPoint	16	\$453.38
27-400	APP-DOC	Microsoft Word	16	\$453.38
27-400	APP-PUB	Microsoft Publisher	16	\$453.38
27-400	APP-OLK	Microsoft Outlook	16	\$453.38
27-400	APP-MPP	Microsoft Project	16	\$453.38
27-400	APP-LTS	Lotus Notes	16	\$453.38

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

<b>SIN</b>	<b>Course Number</b>	<b>Course Name</b>	<b>Length(hrs)</b>	<b>GSA Net Price</b>
27-400	APP-NOV	Novell Groupwise	16	\$453.38
27-400	APP-WXP	Microsoft Windows XP	16	\$453.38
27-400	APP-W2K	Microsoft Windows 2002	16	\$453.38
27-400	APP-WNT	Microsoft Windows NT 4.0	16	\$453.38
27-400	APP-MAC	Operating System: MAC O/S 10	16	\$453.38
27-400	APP-LRH	Operating System: Linux Red Hat 8.0	16	\$453.38
27-400	APP-MISC	Miscellaneous	24	\$680.06
27-400	ITT-MS1026	Microsoft Exchange Server 5.5 Series—Concepts and Administration	32	\$1,196.91
27-400	ITT-MS1125	Implementing Microsoft Site Server 3.0	32	\$1,196.91
27-400	ITT-MS1313	Microsoft Exchange Server 5.5 Series-Accel Training for Admin & Implement	40	\$1,496.14
27-400	ITT-MS1502	Designing & Implementing a Data Warehouse using Microsoft SQL Server 7.0	40	\$1,496.14
27-400	ITT-MS1560	Updating Support Skills from Windows NT 4.0 to Windows 2000	40	\$1,496.14
27-400	ITT-MS1561	Designing a Windows 2000 Directory Services Infrastructure	24	\$897.68
27-400	ITT-MS1562	Designing a Windows 2000 Networking Services Infrastructure	32	\$1,196.91
27-400	ITT-MS1572	Implementing and Managing Microsoft Exchange 2000	40	\$1,496.14
27-400	ITT-MS1573	Designing Microsoft Exchange 2000 for the Enterprise	32	\$1,196.91
27-400	ITT-MS2010	Designing a Microsoft Windows 2000 Migration Strategy	16	\$598.46
27-400	ITT-MS2071	Querying Microsoft SQL Server 2000 with Transact-SQL	16	\$598.46
27-400	ITT-MS2072	Administering a Microsoft SQL Server 2000 Database	40	\$1,496.14
27-400	ITT-MS2073	Programming a Microsoft SQL Server 2000 Database	40	\$1,496.14
27-400	ITT-MS2074	Designing and Implementing OLAP Solutions Using MS SQL Server 2000	40	\$1,496.14
27-400	ITT-MS2087	Implementing Microsoft Windows 2000 Clustering	24	\$897.68
27-400	ITT-MS2088	Designing a Highly Available Web Infrastructure	32	\$1,196.91
27-400	ITT-MS2126	Managing a Microsoft Windows 2000 Network Environment	40	\$1,496.14
27-400	ITT-MS2150	Designing a Secure MS Windows 2000 Network	40	\$1,496.14
27-400	ITT-MS2151	Microsoft Windows 2000 Network and Operating System Essentials	24	\$897.68
27-400	ITT-MS2152	Implementing Microsoft Windows 2000 Professional and Server	40	\$1,496.14
27-400	ITT-MS2153	Supporting a MS Windows 2000 Network Infrastructure	40	\$1,496.14
27-400	ITT-MS2154	Implementing & Administering Windows 2000 Directory Services	40	\$1,496.14
27-400	ITT-MS2159	Deploying & Managing MS Internet Security and Acceleration Server 2000	24	\$897.68
27-400	ITT-MS2185	Deploying and Managing Microsoft Commerce Server 2000	16	\$598.46
27-400	ITT-MS2203	Deploying and Managing Microsoft Application Center 2000	16	\$598.46
27-400	ITT-MS2272	Implementing & Supporting Microsoft Windows XP Professional	40	\$1,496.14

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

<b>SIN</b>	<b>Course Number</b>	<b>Course Name</b>	<b>Length(hrs)</b>	<b>GSA Net Price</b>
27-400	ITT-MS2274	Managing a Microsoft Windows Server 2003 Environment	40	\$1,496.14
27-400	ITT-MS2275	Maintaining a Microsoft Windows Server 2003 Environment	24	\$897.68
27-400	ITT-MS2355	Upgrading from Microsoft Exchange Server 5.5 to Microsoft Exchange 2000	16	\$598.46
27-400	ITT-MS2379	Developing and Deploying Microsoft BizTalk Server 2000 Solutions	40	\$1,496.14
27-400	ITT-MS827	Administering Microsoft Systems Management Server 2.0	24	\$897.68
27-400	ITT-MS828	Deploying and Supporting Microsoft Systems Management Server 2.0	40	\$1,496.14
27-400	ITT-MS832	Administering a Database on Microsoft SQL Server 7.0	40	\$1,496.14
27-400	ITT-MS833	Implementing a Database on Microsoft SQL Server 7.0	40	\$1,496.14
27-400	ITT-MS836	Secure Web Access using Microsoft Proxy Server 2.0	16	\$598.46
27-400	ITT-MS973	Microsoft Exchange Server 5.5 Series—Design and Implementation	40	\$1,496.14
27-400	ITT-MS981	Supporting Microsoft SNA Server 4.0	40	\$1,496.14
27-400	ITT-MS2012	Planning, Implementing, and Managing a Microsoft® SharePoint™ 2003	24	\$897.68
27-400	ITT-MS2014	Customizing Microsoft SharePoint Products and Technologies 2003	16	\$598.46
27-400	ITT-MS2208	Updating Support Skills from Microsoft Windows NT® 4.0 to Server 2003	24	\$897.68
27-400	ITT-MS2272	Implementing and Supporting Microsoft Windows XP Professional	40	\$1,496.14
27-400	ITT-MS2273	Managing and Maintaining a Microsoft Windows Server 2003 Environment	40	\$1,496.14
27-400	ITT-MS2276	Implementing a MS Windows Server 2003 Network Infrastructure	16	\$598.46
27-400	ITT-MS2277	Implement, Manage, & Maintain a MS Windows Server 2003 Network Svcs	40	\$1,496.14
27-400	ITT-MS2278	Planning & Maintaining a MS Windows Server 2003 Network Infrastructure	40	\$1,496.14
27-400	ITT-MS2830	Designing Security for a Microsoft Windows Server 2003 Network	24	\$897.68
27-400	ITT-MS2282	Designing a MS Windows Server 2003 Active Directory	40	\$1,496.14
27-400	ITT-MS2285	Installing, Configuring, and Administering MS Windows XP Professional	16	\$598.46
27-400	ITT-MS2400	Implementing and Managing Microsoft Exchange Server 2003	40	\$1,496.14
27-400	ITT-CTA	CompTIA A+ Certification	40	\$1,133.44
27-400	ITT-CTN	CompTIA Net+ Certification	40	\$1,133.44
27-400	ITT-CTIN	CompTIA iNet+ Certification	40	\$1,133.44
27-400	ITT-CTSV	CompTIA Server+ Certification	40	\$1,133.44
27-400	ITT-CTPR	CompTIA IT Project+ Certification	40	\$1,133.44
27-400	ITT-CTSY	CompTIA Security+ Certification	40	\$1,133.44
27-400	ITT-CTHTI	CompTIA HTI+ Certification	40	\$1,133.44
27-400	ITT-CTLIN	CompTIA Linux+ Certification	40	\$1,133.44
27-400	ITT-CTCDI	CompTIA CDIA+ Certification	40	\$1,133.44
27-400	ITT-CTT	CompTIA CTT+ Certification	32	\$906.75

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

SIN	Course Number	Course Name	Length(hrs)	GSA Net Price
27-400	ITT-ICND	Interconnecting Cisco Network Devices	40	\$1,496.14
27-400	ITT-CCNAB	Cisco Certified Network Associate Basics	40	\$1,496.14
27-400	ITT-BSCI	Building Scalable Cisco Internetworks (BSCI)	40	\$1,496.14
27-400	ITT-BCMSN	(Switching) Building Cisco Multilayer Switched Networks (BCMSN)	40	\$1,496.14
27-400	ITT-BCRAN	(Remote Access) Building Cisco Remote Access Networks (BCRAN)	40	\$1,496.14
27-400	ITT-CIT	(Support) Cisco Internetwork Troubleshooting Support (CIT)	40	\$1,496.14
27-400	ITT-DESIGN	DESGN Designing for Cisco Internetwork Solutions (DESGN)	40	\$1,496.14
27-400	ITT-ARCH	(ARCH) Designing Cisco Network Architectures	40	\$1,496.14
27-400	ITT-MCNS	(MCNS) Securing Cisco IOS Networks (SECUR) (Formerly MCNS)	40	\$1,496.14
27-400	ITT-CSPFA	(CSPFA) Cisco Secure PIX Firewall Advanced (CSPFA)	40	\$1,496.14
27-400	ITT-CSIDS	(CSIDS) Cisco Secure Intrusion Detection System (CSIDS)	40	\$1,496.14
27-400	ITT-CSVPN	(CSVPN) Cisco Secure VPN (CSVPN)	40	\$1,496.14
27-400	ITT-CSI	(CSI) Cisco SAFE Implementation (CSI)	40	\$1,496.14
27-400	ITT-SECUR	Securing Cisco IOS Networks (SECUR)	40	\$1,496.14
27-400	ITT-CISSP	(CISSP) Certification for Information Systems Security Professional	40	\$2,357.55
27-400	ITT-GIACSEC	GIAC Security Essentials Certification	40	\$1,496.14
27-400	ITT-GIACCFA	GIAC Certified Firewall Analyst	40	\$1,496.14
27-400	ITT-GIACCIA	GIAC Certified Intrusion Analyst	40	\$1,496.14
27-400	ITT-GIACCIH	GIAC Certified Incident Handler	40	\$1,496.14
27-400	ITT-GIACCWSA	GIAC Certified Windows Security Admin	40	\$1,496.14
27-400	ITT-GIACCUSA	GIAC Certified UNIX Security Administrator	40	\$1,496.14
27-400	ITT-GIAC-ISOBASIC	GIAC Information Security Officer - Basic	40	\$1,496.14
27-400	ITT-GIACSNA	GIAC Systems and Network Auditor	40	\$1,496.14
27-400	ITT-101	Newly Appointed Managers	16	\$1,088.10
27-400	ITT-102	Listening to Influence: Getting More Out of Conversations	8	\$449.75
27-400	ITT-106	Improving Your Presentation Skills	16	\$1,088.10
27-400	ITT-109	Positive Assertive Management	16	\$1,088.10
27-400	ITT-111	Strategic Alignment of the Project Portfolio	16	\$1,088.10
27-400	ITT-114	Business Writing for Results	16	\$1,088.10
27-400	ITT-119	How To Achieve Results Through Influencing	16	\$1,088.10
27-400	ITT-129	Managing & Reducing Stress	8	\$544.05
27-400	ITT-131	How to Manage Your Time to Increase Your Productivity (ITT131)	8	\$449.75
27-400	ITT-137	Consultative Selling-Techniques for Growing Your Business	16	\$1,088.10

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

<b>SIN</b>	<b>Course Number</b>	<b>Course Name</b>	<b>Length(hrs)</b>	<b>GSA Net Price</b>
27-400	ITT-138	Value Added Selling - Selling on Value, Not Just Price	16	\$1,088.10
27-400	ITT-144	Women's Institute for Managerial Excellence	24	\$1,632.15
27-400	ITT-150	Strategic Planning	16	\$1,088.10
27-400	ITT-161	Customer Service and Support: How to WOW your Customers	16	\$1,088.10
27-400	ITT-172	Communicating with Influence: Bldg Successful Interpersonal & Tm Comms	24	\$1,632.15
27-400	ITT-179	Coaching People to Obtain Extraordinary Results (ITT179)	16	\$899.50
27-400	ITT-201	Finance & Accounting for Non-Financial Managers	24	\$1,632.15
27-400	ITT-203	Facilitation Skills: Strategies for Effectiveness	16	\$1,088.10
27-400	ITT-245	Understanding & Working with People	16	\$1,088.10
27-400	ITT-286	Hiring Key Employees in Today's Market	16	\$1,088.10
27-400	ITT-293	Instructional Design: Principles for Performance-Based Instructional Designs	24	\$1,632.15
27-400	ITT-294	Assessing Training & Development Needs to Support Business Goals	24	\$1,349.24
27-400	ITT-295	Instructional Design II: Methodologies, Tools for Creating Training Programs	24	\$1,349.24
27-400	ITT-297	Delivering Effective Training	24	\$1,632.15
27-400	ITT-307	Strategic Marketing: Concepts & Strategies	16	\$1,088.10
27-400	ITT-317	Understanding & Managing Conflict	24	\$1,632.15
27-400	ITT-330	Managing As A Leader: Enhancing Your Ability to Lead Others	16	\$1,088.10
27-400	ITT-352	Improving Supervisory & Management Skills	16	\$1,088.10
27-400	ITT-405	Managing Information Technology (IT) Projects	24	\$1,632.15
27-400	ITT406	Communicating & Presenting for Management Success (ITT406)	24	\$1,349.24
27-400	ITT-407	Principles & Techniques of Project Management	24	\$1,632.15
27-400	ITT-408	Estimating & Managing Project Costs	16	\$1,088.10
27-400	ITT-409	Internal Consulting Skills	16	\$1,088.10
27-400	ITT-410	Project Procurement & Contract Management	16	\$1,088.10
27-400	ITT-414	Leading & Managing Successful Teams	24	\$1,632.15
27-400	ITT417	Building High-Performance Teams	16	\$1,088.10
27-400	ITT-422	Preparing for PMP Certification	16	\$1,088.10
27-400	ITT-423	Strategies for Managing Change: Managing People in a Changing Environment	16	\$1,088.10
27-400	ITT-425	How to Assess & Manage Project Risk	16	\$1,088.10
27-400	ITT-427	Managing Project Communication	16	\$1,088.10
27-400	ITT-429	Managing Successful Negotiations	16	\$1,088.10
27-400	ITT-445	Effective Project Scheduling & Control (ITT445)	24	\$1,349.24
27-400	ITT-460	Simulation of Real-World Project Management	24	\$1,632.15

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

SIN	Course Number	Course Name	Length(hrs)	GSA Net Price
27-400	ITT-525	Project Quality Management	16	\$1,088.10
27-400	ITT-546	How to Design Assessment & Evaluation Tools (ITT546)	16	\$899.50
27-400	ITT-635	Project 2002/2003 Server	24	\$1,632.15
27-400	ITT-638	Project 2002/2003 Professional Series	24	\$1,632.15
27-400	ITT-639	Enterprise Application of Project 2002/2003 and Professional	24	\$1,632.15
27-400	DL101	Needs Assessment for an Effective Goal-Oriented Training Program	16	\$1,088.10
27-400	DL102	Development of Pedagogically Effective Training Programs	24	\$1,632.15
27-400	DL103	Performance-Driven Instructional Design: The Learning Cube	24	\$1,632.15
27-400	DL104	Techniques for Designing Pedagogically-Driven Training	24	\$1,632.15
27-400	ITT-DL105	Assessment and Evaluation: The Pedagogical Effectiveness Index	24	\$1,632.15
27-400	ITT-HPA101	HIPPA Administrator	8	\$453.38
27-400	ITT-HPA102	HIPPA Professional	24	\$1,360.13
27-400	ITT-HPA103	HIPPA Security Specialist	16	\$1,088.10
27-400	ITT-IA101	Understanding the Certification and Accreditation Process	16	\$1,088.10
27-400	ITT-IA102	DITSCAP & NIACAP Training Program	16	\$1,088.10
27-400	ITT-IA103	Information Assurance Level 1 User Training	16	\$1,088.10
27-400	ITT-MCSA101	Microsoft Certified Systems Administrator (MCSA) on Windows 2000 or 2003	200	\$4,443.08
27-400	ITT-MCSA102	Microsoft Certified Systems Administrator (MCSA) + Security on Windows2K or 2003	240	\$4,624.43
27-400	ITT-MCSE101	Microsoft Certified Systems Engineer (MCSE) + Security on Windows 2000/2003	280	\$7,249.47
27-400	ITT-MCSE102	Microsoft Certified Systems Engineer (MCSE) on Windows 2000 or Windows 2003	320	\$7,344.68
27-400	ITT-MCSE103	Microsoft Certified Systems Engineer (MCSE) Windows 2003 Upgrade	40	\$2,176.20
27-400	IIT-MCSE104	Microsoft Certified Database Administrator (MCDBA) on Windows 2000	320	\$11,787.75
27-400	ITT-CCNA101	Cisco Certified Network Associate (CCNA)	40	\$1,496.14
27-400	ITT-CCNP101	Cisco Certified Network Professional (CCNP)	160	\$8,160.75
27-400	ITT-ITMIL101	IT Bootcamp (ITCB) Level I & II Course	80	\$1,133.44
27-400	ITT-ITMIL102	THSDN Operations and Design Course	40	\$1,314.79
27-400	ITT-ITMIL103	Tactical Network Management Course	40	\$1,314.79
27-400	ITT-ITMIL104	Tactical SysAdmin Course (LAN)	120	\$1,314.79
27-400	ITT-ITMIL105	TACLAN SIPR/NIPR/SCI Segment Course	80	\$1,496.14
27-400	ITT-ITMIL106	Advanced Tactical Router and Protocol Configuration Course (WAN)	80	\$1,496.14
27-400	ITT-ITMIL107	Implementing a Switched Network in a Tactical Environment Course	40	\$1,314.79
27-400	ITT-ITMIL108	IP Telephony Call Managers Basic Course	40	\$1,768.16

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

SIN	Course Number	Course Name	Length(hrs)	GSA Net Price
27-400	ITT-ITMIL109	Voice Over IP Telephony Fundamentals Course	40	\$1,768.16
27-400	ITT-ITMIL110	Advanced Filtering and Access List Security Course	40	\$1,314.79
27-400	ITT-ITMIL111	Cisco Pix Firewall Course	40	\$1,496.14
27-400	ITT-ITMIL112	Cisco IDS Course	40	\$1,496.14
27-400	ITT-ITMIL114	Promina 800/400/200 Course	40	\$1,768.16
27-400	ITT-ITMIL115	REDCOM IGX Switch Course	40	\$1,768.16
27-400	ITT-ITMIL116	Windows 2000 Server Administration in a Tactical Environment	40	\$1,314.79
27-400	ITT-ITMIL117	Windows 2003 Server Administration in a Tactical Environment	40	\$1,496.14
27-400	ITT-ITMIL118	Microsoft Exchange Server 2000 Administration in a Tactical Environment	40	\$1,314.79
27-400	ITT-ITMIL119	Microsoft Exchange 2003 Server Administration in a Tactical Environment	40	\$1,496.14
27-400	ITT-SPSAdmin	SharePoint 2003 Portal Server Administrators Course	32	\$861.41
27-400	ITT-SPSContributor	SharePoint 2003 Portal Server Contributor Course	24	\$680.06
27-400	ITT-SPSReader	SharePoint 2003 Portal Server Reader Course	24	\$680.06
27-400	ITT-SPSMYSite	SharePoint 2003 Portal Server MySite Course	24	\$680.06
27-400	ITT-SPSOffice	SharePoint 2003 Portal Server Office Integration Course	24	\$680.06

**SIN 27-400 Instructor – Led Training**

SIN	Item Number	Labor Category	GSA Net Price per Hour
27-400	1	Project Management Instructor I	\$68.01
27-400	2	Program Management Instructor II	\$72.54
27-400	3	Sr. Program Manager I	\$90.68
27-400	4	Proprietary Product Database Instructor I (Microsoft SQL Server 2000)	\$68.01
27-400	5	Systems Engineer Instructor I	\$68.01
27-400	6	Systems Engineer Instructor II	\$72.54
27-400	7	Computer Security Training Specialist I	\$72.54
27-400	8	Computer Security Training Specialist II	\$72.54
27-400	9	Web Design Instructor I	\$56.67
27-400	10	Web Design Instructor II	\$68.01

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

Pricing

SIN	Item Number	Labor Category	GSA Net Price per Hour
27-400	11	Unix System Administration Instructor I	\$68.01
27-400	12	Computer Operator Instructor I	\$68.01
27-400	13	Communications Instructor I	\$72.54
27-400	14	Network Engineer Instructor I	\$68.01
27-400	15	Hardware Training Specialist I	\$72.54
27-400	16	Configuration Management Training Specialist I	\$68.01
27-400	17	Instructor I	\$68.01
27-400	18	Instructor II	\$72.54
27-400	19	Training Specialist I	\$68.01
27-400	20	Training Specialist II	\$72.54

Pricing

**ATTACHMENT 4 – COURSE DEVELOPMENT; TEST ADMINISTRATION**

**a. InovaTech Course Development Labor Categories**

**SIN 27-500 Course Development; Test Administration**

<b>InovaTech, Inc. Labor Categories Education-Degree &amp; General/Specialized Experience</b>	
<b>SIN 27-500 Course Development and Test Administration</b>	
<b>Labor Category</b>	<b>Description</b>
<p style="text-align: center;"><b>Training and Performance Specialist I (Item Number 21)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least six years' directly related experience in training and development. Must also have a background in Educational Psychology, Adult Learning Theory, Human Factors, or Instructional Media/Technology. Must be able to develop and implement training programs and serve as technical task/project lead.</p> <p><u>Functional Responsibility:</u> Conducts research, development, application and evaluation of psychological principles relating to human behavior/learning; develops training methods and materials such as curriculums, lectures, videos and job aids to improve performance; performs statistical analysis and designs the evaluation of the resulting data; applies sound and diversified knowledge of scientific principles and practices in broad areas of assignments and related fields. May supervise the work of lower level technical support personnel and serve as technical expert or task/project lead.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

<p align="center"><b>Training and Performance Specialist II (Item Number 22)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least eight years' directly related experience in training and development. Must also have a background in Educational Psychology, Adult Learning Theory, Human Factors, or Instructional Media/Technology. Must be able to develop and implement training programs and serve as technical task/project lead.</p> <p><u>Functional Responsibility:</u> Conducts research, development, application and evaluation of psychological principles relating to human behavior/learning; develops training methods and materials such as curriculums, lectures, videos and job aids to improve performance; performs statistical analysis and designs the evaluation of the resulting data; makes decisions and recommendations that have an important act on the scientific activities of the organization; initiates and maintains exclusive contacts with key officials and technical authorities of the customer or other organizations; maintains current knowledge of the latest developments in the training field and educates staff members on such developments. May supervise the work of lower level technical support personnel and serve as technical expert or task/project lead.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Training and Development or related field</p>
<p align="center"><b>Testing and Validation Specialist I (Item Number 23)</b></p>	<p><u>Minimum/General Experience:</u> Requires no experience or up to three years' related experience in educational psychology, industrial/organizational psychology, testing, psychometrics, or instructional media/technology. Also requires knowledge of the principles, methods, and techniques used in analysis and assessment as well as the use and application of related off-the-shelf tools.</p> <p><u>Functional Responsibility:</u> Designs and develops assessment instruments and/or strategies to meet training requirements; conducts analysis of training requirements (needs, job, task analysis); interviews subject matter experts or incumbents to collect information; develops relevant and measurable assessment criteria, standards, and methodologies; designs reliable and valid assessment materials; gathers data and compiles information into documents related to assessment.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Testing and Validation Specialist II (Item Number 24)</b></p>	<p><u>Minimum/General Experience:</u> Requires at least three years' related experience in educational psychology, industrial/organizational psychology, testing, psychometrics, or instructional media/technology. Also requires knowledge of the principles, methods, and techniques used in analysis and assessment as well as the use and application of related off-the-shelf tools.</p> <p><u>Functional Responsibility:</u> Designs and develops assessment instruments and/or strategies to meet training requirements; conducts analysis of training requirements (needs, job, task analysis); interviews subject matter experts or incumbents to collect information; develops relevant and measurable assessment criteria, standards, and methodologies; designs reliable and valid assessment materials; prepares reports and technical documentation related to assessment; works on complex analysis or test development projects; may serve as a technical team/task lead.</p>

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**Pricing**

	<p><u>Minimum Education:</u> Masters Degree or equivalent in Training and Development or related field</p>
<p align="center"><b>Instructional System Designer I (Item Number 25)</b></p>	<p><u>Minimum/General Experience:</u> Requires at least two years' related experience in instructional development. Also requires knowledge of the principles, methods, and techniques used in technology-based training as well as the use and application of off-the-shelf tools and associated equipment and systems.</p> <p><u>Functional Responsibility:</u> Designs and develops instructional approaches and/or strategies to meet training requirements; conducts analysis of training requirements and media requirements; develops appropriate training objectives and test methods and designs instructionally valid training materials; ensures integrity of task analysis, training requirements, training hierarchies, instructional materials, and evaluation plans; designs and develops computer based training, web-based training, electronic performance support systems and other technology-based learning solutions; develops flow diagrams and story boards; designs instructionally sound lessons in a variety of delivery media; interacts with customer and subject matter experts to ensure technical accuracy of instructional content.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Instructional System Designer II (Item Number 26)</b></p>	<p><u>Minimum/General Experience:</u> Requires at least five years' related experience in instructional development as well as thorough knowledge of the principles, methods, and techniques used in technology-based training and use and application of off-the-shelf tools and associated equipment and systems.</p> <p><u>Functional Responsibility:</u> Designs and develops instructional approaches and/or strategies to meet training requirements; conducts analysis of training requirements and media requirements; develops appropriate training objectives and test methods and designs instructionally valid training materials; ensures integrity of task analysis, training requirements, training hierarchies, instructional materials, and evaluation plans; designs and develops computer based training, web-based training, electronic performance support systems and other technology-based learning solutions; develops flow diagrams and story boards; designs instructionally sound lessons in a variety of delivery media; interacts with customer and subject matter experts to ensure technical accuracy of instructional content; may provide guidance and work leadership to lower-level personnel.</p> <p><u>Minimum Education:</u> Masters Degree or equivalent in Instructional Design or related field</p>

**A U T H O R I Z E D F E D E R A L S U P P L Y S C H E D U L E P R I C E L I S T**

**Pricing**

<p align="center"><b>Technical Writer I (Item Number 27)</b></p>	<p><u>Minimum/General Experience:</u> Must have three years' experience, of which at least one must be specialized. Specialized experience includes: demonstrated experience in editing documents, including technical documents. Must demonstrate the ability to work independently or under only general direction.</p> <p><u>Functional Responsibility:</u> Assist in collection and organizing information required for preparation of user manuals, training materials, installation guides, proposals, and reports. Edit functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables and documents. Assists in performing financial and administrative functions.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Technical Editor I (Item Number 28)</b></p>	<p><u>Minimum/General Experience:</u> Must have at least five years' directly related experience in the research and preparation of technical materials. Also requires knowledge of the principles and practices of technical research, writing, and editing, as well as word-processing and desktop publishing applications and computer equipment as required.</p> <p><u>Functional Responsibility:</u> Prepares and edits a wide variety of complex technical materials for publication, including user's manuals, training materials, installation guides, proposals, and reports; reviews, researches, and edits information for preparation of contract deliverables; provides support to the creation of proposals and multi-media presentation materials, including slides; responsible for the coordination of multiple aspects of document publication; participates in the design and development of marketing brochures, conference programs and proceedings, public relations announcements, and other materials when requested; may supervise and direct the work of word processing, graphics and/or technical writing staff; coordinates and attends various conferences and meetings; plans budgets, schedules and priority of work for publications projects.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent experience.</p>
<p align="center"><b>Military Specific Training Instructor I (Item Number 29)</b></p>	<p><u>Minimum/General Experience:</u> Must have a Bachelor's of Science degree from an accredited institute of higher learning. Must have a minimum of 4 years prior military service in the field they are to teach in. Must have a Certified Technical Trainer Certificate from an approved Train-the-Trainer program. Must have a minimum of 400 hours instructor experience and must provide student evaluation sheets as well as perform a test teach before a board of their peers and be approved by the board.</p> <p><u>Functional Responsibility:</u> Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars.</p> <p><u>Minimum Education:</u> Bachelor's Degree or equivalent in Education, Project Management, or Computer Science or related field</p>
<p align="center"><b>Military Specific Training</b></p>	<p><u>Minimum/General Experience:</u> Must have a Bachelor's of Science degree from an accredited institute of higher learning.</p>

# AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

## Pricing

<b>Instructor II (Item Number 30)</b>	<p>Must have a minimum of 10 years prior military service in the field they are to teach in. Must have a Certified Technical Trainer Certificate from an approved Train-the-Trainer program. Must have a minimum of 1,200 hours instructor experience and must provide student evaluation sheets as well as perform a test teach before a board of their peers and be approved by the board.</p> <p><u>Functional Responsibility:</u> Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars.</p> <p><u>Minimum Education:</u> Master's Degree or equivalent in Education, Project Management, or Computer Science or related field</p>
---	---

### Education/Experience Substitutions -

The following presents the allowable substitutions based on education and experience:

Four (4) years' experience (in addition to minimum experience requirements) may be substituted for a Bachelor's degree.

Two (2) years' experience (in addition to minimum experience requirements and Bachelor's degree) may be substituted for a Master's degree.

Two (2) years' experience (in addition to minimum requirements and Master's degree) may be substituted for a Ph.D.

For categories where a Bachelor's degree is required, a Master's degree may be substituted for two (2) years' experience; or a doctoral degree may be substituted for three (3) years' experience.

For the categories of Network Engineer and Communications Network Manager, a Certificate in a related technology (certified Network Engineer, for example) may be substituted for the degree requirement.

Pricing

**b. InovaTech Course Development: Test Administration Labor Categories Pricing**

**SIN 27-500 Course Development; Test Administration**

SIN	Item Number	Labor Category	GSA Net Pricing
27-500	21	Training and Performance Specialist I	\$68.01
27-500	22	Training and Performance Specialist II	\$72.54
27-500	23	Testing and Validation Specialist I	\$68.01
27-500	24	Testing and Validation Specialist II	\$72.54
27-500	25	Instructional Systems Designer I	\$68.01
27-500	26	Instructional Systems Designer II	\$72.54
27-500	27	Technical Writer I	\$72.54
27-500	28	Technical Editor I	\$72.54
27-500	29	Military Specific Training Instructor I	\$68.01
27-500	30	Military Specific Training Instructor II	\$72.54

Pricing

**USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION  
PROCUREMENT PROGRAMS**

PREAMBLE

**InovaTech Inc.** provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrates our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact **Mary Anne McElroy, Vice President, Phone: (910) 764-1111, mcelroya@inovatechnc.com, Fax: (910) 826-1111.**

**BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) \_\_\_\_\_.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

\_\_\_\_\_  
Ordering Activity                      Date

\_\_\_\_\_  
Contractor                                      Date

**BPA NUMBER** \_\_\_\_\_

**(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) \_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

(4) This BPA does not obligate any funds.

(5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name Of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (nsn);
- (e) Purchase Order Number;
- (f) Date Of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

## **BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.