Course Syllabus

Department: Computing Sciences

Date: 4/17/2012

I. Course Prefix and Number: CSC 100
   Course Name: Computing in the Information Age
   Credit and Contact Hours: 3 credit hours and 3 contact hours
   Catalog Description Including Pre- and Co-Requisites: This course will prepare the student to use computers and technology in attaining solutions to issues they face in the information society of today. Students are guided through the latest developments in computer concepts, technology, and emerging issues. The course content includes presentation and hands-on practice activities that support the concepts presented. Internet applications (on the WWW) are also practiced and students use a software suite which includes word processing, spreadsheet, database, and presentation software to demonstrate skills.

   (Will not carry CSC credit for A.A.S. Information Technology, A.S. Information Systems, or A.S. Computer Science degrees).

Relationship to Academic Programs and Curriculum:
This course can be used to complete computer literacy requirement in many majors at FLCC. It is considered an introduction, and no prior knowledge of computing is required. It is not recommended for any of the computing sciences majors.

II. Course Student Learning Outcomes:
Upon completion of the course the participant will be able to:
   a. Identify and use appropriate technology, including computer and multimedia resources and the WWW, to address a variety of tasks and problems
   b. Execute tasks and understand concepts of software packages.
   c. Use information-seeking strategies necessary to access information efficiently, effectively, and ethically using a variety of technological sources and techniques.

College Learning Outcomes Addressed by the Course:

☒ writing ☒ ethics/values
☐ oral communications ☐ citizenship
☒ reading ☒ global concerns
☐ mathematics ☒ information resources
☒ critical thinking ☒ computer literacy

III. Assessment Measures (Summarize how the college and student learning outcomes will be assessed):

Student learning outcomes will be assessed through a variety of activities that emphasize problem solving using the computer including the following:
1. Online text tests, given in a current online environment will assess the student’s ability to comprehend, interpret, analyze, and evaluate course content and reading materials.
2. Hands on projects will assess skills in reading, computer literacy, critical thinking (problem solving), global concerns and ethics/values, as they relate to the use of technology today. Students will learn to use the appropriate local or web based application (browser) for each task, in a professional manner.
3. A research project performed on the WWW will assess reading, writing, and critical thinking skills.
4. A cumulative final exam (multiple choice questions and computer hands-on activities) will assess reading and problem solving skills.

IV. Instructional Materials and Methods:
   Types of Course Materials:
   Textbook, and an on-line assessment tool.
   Also, some instructional materials are downloaded from the web.

   Methods of Instruction (e.g. Lecture, Labs, Seminars …):
   Lecture, discussions, demonstrations, hands-on experiences in the computer labs

V. General Outline of Topics Covered:
   Students should be aware that many of the assignments and tasks in this course must be completed on a MS Windows based computer.

   I. Why Computers Matter to You: Becoming Computer Literate
      a. Becoming a savvy computer user
      b. Computers in today’s careers
      c. Challenges in a Digital Society
   II. Using the Internet: Making the Most of the Web’s Resources
      a. Definition
      b. E-mail and other Communication Apps on-line
      c. Web entertainment
      d. E-Commerce
      e. Searching the Web
      f. Connecting to the Internet
   III. Understanding and Assessing Hardware: Evaluating Your System
      a. Evaluating a desktop or notebook computer
      b. Assessing your hardware (including CPU, RAM, hard drives, portable storage, audio devices, ports)
      c. System Reliability
      a. Fundamentals defined
      b. Components
      c. Computer threats
      d. Computer Safeguards
   V. Computer Software and Applications
      Windows based
      a. Word Processing (Microsoft Word)
      b. Spreadsheets (Microsoft Excel)
      c. Presentations (Microsoft PowerPoint)
d. Databases (Microsoft Access)