

FLORIDA STATE COLLEGE AT JACKSONVILLE

COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: CGS 1060

COURSE TITLE: Introduction to Information Technology

PREREQUISITE(S): None

COREQUISITE(S): None

CREDIT HOURS: 3

CONTACT HOURS/WEEK: 4

CONTACT HOUR BREAKDOWN:

Lecture/Discussion: 3

Laboratory: 1

Other _____:

FACULTY WORKLOAD POINTS: 3.7

STANDARDIZED CLASS SIZE ALLOCATION: 30

CATALOG COURSE DESCRIPTION:

This course, intended for individuals with no previous computing experience, includes the history of computers, a survey of how computers are used today, the basic components of computers and computer terminology and laboratory experiences using application software. A study of information systems and computer careers completes the course. Additional lab time may be required in order to complete application assignments.

SUGGESTED TEXT(S): New Perspectives on Computer Concepts, 10th edition, Brief June Jamrich Parsons, Dan Oja. Latest edition

Microsoft Office 2007, Illustrated Series, Brief, Hunt and Waxer. Latest edition

IMPLEMENTATION DATE: November 14, 1987

REVIEW DATE: Fall Term, 1996 (971)
 Fall Term, 2002 (20031)
 Fall Term, 2007 (20081)
 Fall Term, 2008 (20091) - Outline Review 2007

COURSE TOPICS	<u>CONTACT HOURS PER TOPIC</u>
I. Computers: Past and Present	9
A. History	
B. Computers in Business and Industry	
C. Computers and Society	
II. Computer Functions	11
A. Numbering System	
B. The Processor	
C. Storage Devices	
D. Input/Output Devices	
E. Interfaces	
III. Application Software Concepts	12
A. Windows	
B. Electronic Spread Sheets	
C. Word Processors	
D. Data Base Managers	
IV. Operating Systems	6
A. Personal Computer Operating Systems	
B. Other Operating Systems	
V. Data Communications	3
A. LANS	
B. WANS	
C. The Internet	
VI. Computers and People	4
A. Programming	
B. Ergonomics	
C. Ethics	
D. Buying a PC	
VII. Laboratory Exercises	15
A. Windows (3)	
B. Presentation (3)	
C. Word Processing (3)	
D. Spread Sheets (3)	
E. Data Base Manager (3)	

*Not necessarily in this order.

OBJECTIVES:

After 45 hours of class lecture/discussion/activities and 15 hours of laboratory experiences, the individual should be able to perform the following:

1. Describe the historical development of modern computers.
2. Use computer terminology to describe various aspects of computers including hardware, internal numbering systems, processors, data storage devices and media, I/O devices, data communications and computer peripherals.
3. Complete projects to demonstrate familiarity with applications software including word processing, spreadsheet, database, and business graphics.
4. Describe the systems development life cycle.
5. Identify careers opportunities in the computer profession.
6. Identify legal and ethical issues affecting the use of the computer.

PROGRAM TITLE: Computer Programming and Analysis

COURSE TITLE: Introduction to Information Technology

CIP NUMBER: 0507.030500

LIST PERFORMANCE STANDARD ADDRESSED:

NUMBER(S): TITLES(S):

11.0 PERFORM COMPUTER MATH COMPUTATIONS -- The student will be able to:

11.01 Demonstrate knowledge of computer number systems.

13.0 PERFORM FUNDAMENTAL COMPUTER PROGRAMMING ACTIVITIES -- The student will be able to:

13.01 Demonstrate a knowledge of computer concepts and terminology.

13.02 Identify basic computer components and their functions.

13.03 Identify tasks adaptable to computer solutions.

13.04 Identify characteristics of various operating systems.

13.05 Identify the major steps in program analysis, development and implementation.

14.0 PERFORM PROGRAMMING/ANALYSIS ACTIVITIES -- The student will be able to:

14.07 Demonstrate knowledge of various data communication techniques.

14.08 Demonstrate knowledge of data base fundamentals.



NOTE: Use either the Tab key or mouse click to move from field to field. The box will expand to accommodate your entry.

Section 1	
COURSE PREFIX AND NUMBER: <u>CGS1060</u>	SEMESTER CREDIT HOURS: <u>3</u>
COURSE TITLE: <u>Introduction to Information Technology</u>	

Section 2		
TYPE OF COURSE: (Click on the box to check all that apply)		
<input type="checkbox"/> AA Elective	<input checked="" type="checkbox"/> AS Required Professional Course	<input type="checkbox"/> College Prep
<input type="checkbox"/> AS Professional Elective	<input type="checkbox"/> AAS Required Professional Course	<input type="checkbox"/> Technical Certificate
<input type="checkbox"/> Other _____		
<input type="checkbox"/> General Education: (For General Education courses, you must also complete Section 3 and Section 7)		

Section 3 (If applicable)		
INDICATE BELOW THE DISCIPLINE AREA FOR GENERAL EDUCATION COURSES:		
<input type="checkbox"/> Communications	<input type="checkbox"/> Social & Behavioral Sciences	<input type="checkbox"/> Mathematics
<input type="checkbox"/> Natural Sciences	<input type="checkbox"/> Humanities	

Section 4					
INTELLECTUAL COMPETENCIES:					
<input checked="" type="checkbox"/> Reading	<input checked="" type="checkbox"/> Speaking	<input checked="" type="checkbox"/> Critical Analysis	<input type="checkbox"/> Quantitative Skills	<input type="checkbox"/> Scientific Method of Inquiry	
<input checked="" type="checkbox"/> Writing	<input checked="" type="checkbox"/> Listening	<input checked="" type="checkbox"/> Information Literacy	<input checked="" type="checkbox"/> Ethical Judgment	<input checked="" type="checkbox"/> Working Collaboratively	

Section 5		
LEARNING OUTCOMES		METHOD OF ASSESSMENT
•	Explain history of computer Literach	Sample learning tasks
•	Demonstrate the numbering system	Authentic learning tasks and exams
•	Explain trends in Hardware and Software systems	Learning task and exams
•	Explore issues of Privacy	Written reports, exams
•	Present basic software applications	Authentic learning tasks, projects and exams
•	Demonstrate research capabilities of the Internet	Authentic learning tasks, written reports
•	Describe & explain steps in the Program Life Cycle	Authentic learning tasks, exams
•	Describe Internet, Intranet, Extranet	Written reports, exams
•	Create Folders-explain file Management-organize files	Demonstrations by students doing learning tasks, exams
•	Explain the components of an information system	Authentic learning tasks, written reports, exams

Section 6 Name of Person Completing This Form: <u>A. P. Napier</u>	Date: <u>9/18/07</u>
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