AEN 1206 INTRODUCTION TO COMPUTERS

 Instructor:
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 Course Type:
 CORE (BSc. Agricultural Engineering)

 COURSE DESCRIPTION:

 Course Credits (CU):
 3 CU i.e. 45 Contact Hours per semester

 Course Duration:
 15 weeks (45 hours) i.e. 15 LH, 60 PH

 COURSE DESCRIPTION:

 This course introduces the students to basic computer applications

 COURSE OBJECTIVES:

 The objectives of this course are to:

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 Use relevant computer software for the specified applications and electronic resource

Perform basic computer maintenance

RECOMMENDED REFERENCES FOR READING

- i. Lecture notes
- ii. The internet

COURSE CONTENT, METHODS OF INSTRUCTION, TOOLS AND EQUIPMENT REQUIRED

Lecture	Торіс	Content	Methods	Tools/ equipment
1.	Basic introduction	 Introduction to organization characteristics and types of computers Number and coding systems Hardware and software descriptions and classifications Basic maintenance of hardware and software 	Interactive lecture (3 hrs) Practical (3 hrs)	Laptop, LCD and computer lab
2.	Operating Systems and working environments	Features of the commonly used OS: MS Windows XP and Vista	Interactive lecture (3 hrs) Practical (9 hrs)	Laptop, LCD and computer lab
3.	Word Processors	Introduction to features and functions of MS Word 2003 or 2007	Interactive lecture (2 hrs) Practical (9 hrs)	Laptop, LCD and computer lab

4.	Spreadsheets	Introduction to features and functions of MS Excel 2003 or 2007	Interactive lecture (2 hrs) Practical (12 hrs)	Laptop, LCD and computer lab
5	Database programs	Introduction to features and functions of MS Access 2003 or 2007	Interactive lecture (2 hrs) Practical (9 hrs)	Laptop, LCD and computer lab
6	Presentation programs	Introduction to features and functions of MS PowerPoint 2003 or 2007	Interactive lecture (2 hrs) Practical (9 hrs)	Laptop, LCD and computer lab
7	The Internet	Introduction to the internet and other available electronic resources	Interactive lecture (2 hrs) Practical (9 hrs)	Laptop, LCD and computer lab

OVERALL EVALUATION

- Assignments and tests (40%)
- Final university examination (60%)