



AMBROSE
UNIVERSITY COLLEGE

Introduction to Computers (CS 100)

Course Syllabus

Fall 2007

Instructor: Julie Beeston

Office: Rm 519; Tel: 410-2000 ext. TBA

Office Hour: Wed-Fri 11:00-11:30

Tue: 6:00-6:30

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Dates

September 6-14	Registration Revision Period
September 14	Last day to enter courses without permission and to withdraw from courses and receive tuition refund
November 16	Last day to withdraw from courses without academic penalty

Course Description

For students to prosper, they must grasp the underlying principles of the technologies that have an impact on their lives and understand how those principles are related to real-world activities. They must possess knowledge beyond word processors, spreadsheets, e-mail, and the Web. This course takes the focus away from using the PC, and focuses the application of technology and how technology may be used by the student for personal and professional gain, both now and in the future. Specific topics to be covered include: Why Study Computers?; Hardware Designed to Meet the Need; Software Solutions for Personal and Professional Gain; The Internet and World Wide Web; Telecommunications and Networks; Database Systems; E-Commerce; Information, Decision Support, Artificial Intelligence, and Special-Purpose Systems; Systems Development; Designing Software Solutions; Multimedia Applications and Production; and Societal and Ethical Issues in Computer Systems

Course Objectives

This course is designed to achieve the following objectives:

1. Introduce the student to basic computer concepts that every student should know.
2. Introduce the student to the vast potential of computer systems.
3. Introduce the student to the basics of hardware, software, and the Internet.

4. Introduce the student to telecommunications and network systems, databases, electronic commerce and transaction processing, and information and decision support systems.
5. Introduce the student to important information on computer systems development, multimedia, and ethical and societal issues which will show you how computer systems can be acquired, used, and controlled to maximize their potential.

Course Format

This course will be made up of both lectures and computer related assignments. Students will be required to have access to a computer for assignments.

Recommended Texts

Ralph Stair, Kenneth Baldauf, Succeeding with Technology, Course Technology Incorporated, 2004, 0-619-21321-3.

Requirements

Students in this course are expected to attend all lectures and to engage fully in class activities. Additionally, they will be required to complete the following assignments:

1. A weekly assignment based on that week's topic.
Due Date: Each Week at the start of class (unless otherwise stated in dates.doc)
2. Complete the comprehensive mid-term exam.
Date: As per dates.doc
3. Complete the comprehensive final exam.
Date: Exam Week

Grading

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|------------------------------|-----|
| 1. Assignments: | 25% |
| 2. Mid-Term: | 25% |
| 3. Participation/Attendance: | 10% |
| 4. Final Exam | 40% |

General Information

1. Assignments are due at the **beginning** of class each week unless otherwise stated. Students must submit assignments via KYRON with a date stamp of no later than the start of class the date it is due.
2. Each assignment submitted via my drop box at <http://online.ambrose.edu> and must be in Microsoft Word (.doc) format unless otherwise stated in the assignment. The MS document's name must be in the format **Ass#_StudentNumber.doc**. (For example, the first assignment should be called Ass1_123456.doc). Failure to follow this format will cost 10% of your mark for that assignment.

3. Extensions beyond the published due dates will be allowed only in exceptional circumstances.
4. If you feel you qualify for an extension, you must make a request to the instructor **in writing**.
5. Assignments submitted late without permission will be penalized by 5% per day, or part thereof.

Other information

1. You will need to access the much of the course material at **<http://online.ambrose.edu>**. To add this course:
 - Go to <http://online.ambrose.edu>
 - Log in with the user id and password you use to log on to the school computers.
 - Click on **Add a Course** in the top pane.
 - Course Number: **CSC 100**
 - Class Session: **1615**
2. Additional supplementary resources are available at <http://www.course.com/swt>. This web site has games, self tests, slides and many other useful and fun resources.
3. All students are required to obtain an e-mail account. If you have any questions about the course or need assistance, please contact me in person during office hours or by e-mail at any time. During my office hour you can find me either in my office or in info commons.
4. Questions for the final exam will come from the following sources:
 - 1) Class Notes
 - 2) Assignments
 - 3) In Class discussions.