

Room	SRC3030
Course Number	1150-003 – 12 Weeks – FEB 4 th – MAY 1 ST
Time	MONDAY - WEDNESDAY = 7PM – 9:25PM
Professor	Vince Spina
e-mail	spinav@cod.edu
Phone	630-323-4663 text message/leave name and phone number
Required Materials	Discovering Computers 2011, MS Office 2010 – Essential Concepts & Techniques, #2 Pencil, <u>USB DRIVE(MUST HAVE at each class session)</u>
Publisher	Shelly; Cashman; Vermaat

COURSE DESCRIPTION: An overview of the computing field and its typical applications. Covers key terminology components of computer hardware, software, and operating systems. Other topics include system development methods, management information systems, programming languages, communications, networks, application software, the Internet and career opportunities. Microcomputer applications include word processing, spreadsheet, database, and presentation software in a Windows environment.

Course Objectives:

- 1) Describe the extent to which the computer is used in today's society.
- 2) Identify the major developments in the evolution of the computer.
- 3) Identify the essential components of a computer system.
- 4) Differentiate between types of computer memory.
- 5) Describe how a computer works noting in particular the method of data representation.
- 6) Identify the functions of computer software.
- 7) Describe the process of computer programming and identify major programming languages.
- 8) Differentiate between the major types of computer storage devices.
- 9) Identify trends in computer hardware and software.
- 10) Identify the major social issues arising from the impact of the computer.
- 11) Introduce personal productivity tools, e.g. word processing, spreadsheets, database, graphics.

Course Requirements:

- Class Attendance/Participation; Chapter Quiz's, this also includes Chapter Homework of Answering the **T/F, M/C and Matching** for each chapter – due each Night of the Quiz. **All homework and Project's are due on the Due Date, No Exceptions.** If you miss class you will lose the points given that night for Lab/Homework assignments – no make up's. The student is responsible for getting all notes for a class that they miss.
- Reading from the Text, Students are responsible for taking notes and understanding the chapters **before class.**
- Exams = from the text and notes/ lectures
- Class Project = from the text and notes/lectures.

Grading: All grades follow College of DuPage rules. If you decide not to complete the course, you must go to Registration and formally withdraw. Failure to do so will result in a grade of `F' for the course.

Class Labs/Quiz's, etc.	~40	400
Exams	2	300
Projects	4	300
Total Points		1000
Grade	Percentage	Points Earned
A	> 90	900 - 1000
B	> 80	800 - 899
C	> 70	700 - 799
D	> 60	600 - 699
F	< 60	0 - 599

Test Grades and Exam Scores will be discussed on an Individual basis only. You may review your test/score with me in private at any time during class. Please make an appointment first.

Notes:

- * Do not remove any Exam from class
- * I will be available for help by appointment only
- * In case of a computer malfunction: please get up from your chair so that I may view your screen
- * Please respect other students, no talking in class, no playing games or email during class
- * Please turn off all pagers, cell phones, and ipods, etc.
- * All special requests must be emailed to me

COD RULES: Students are expected to be on time and attend every class. Class Attendance - Participation will be factored into your grade. Absence from class will result in a make-up Quiz at the end of the semester. Cheating will result in the pursuit of disciplinary action and may include a grade of 'F' for this course. Cheating includes copying labs, reports, projects, tests, exams, and plagiarism as well as helping another student to cheat by giving them answers, files, or doing the work for them. Running electronic devices is **not** allowed in the classroom/lab. Food/drink is **not** allowed in the lab. In addition to the rules outlined in this syllabus and presented in class, it is the student's responsibility to understand and abide by all COD academic policies as stated in the current catalog.

The last day to withdraw from this class is **04/11/2013**. After that date, students may file a Petition for Late Withdrawal through the Registration Office. Petitions for Late Withdrawal will be granted for extenuating circumstances only, including student illness, death in the immediate family, family emergencies, call to active duty, or other appropriate extenuating circumstances. The student will be required to provide appropriate documentation for all requests for Late Withdrawal.

Prior to withdrawing from this class, students are encouraged to speak with the professor.

WEEK	MONTH	DATE	CLASS WORK DUE	LECTURE CHAPTERS HOMEWORK Due	QUIZ CHAPTERS Due	LABS PROJECTS DUE
1	FEB	4	Introduction to 1150			
1	FEB	6	Intro to Computers	1		EMAILS
2	FEB	11	Internet - WWW- Lab; Internet Project	2	1	WD62#3
2	FEB	13	Application Software	3	2	
3	FEB	18	Components of the System Unit Lab; Internet Project	4	3	WD63#1
3	FEB	20	Input	5	4	
4	FEB	25	Output - Lab; Internet Project	6	5	PROJECT 1W
4	FEB	27	Storage	7	6	
5	MAR	4	OS & Utility Programs Lab; Internet Project	8	7	WD63#2
5	MAR	6	Communication & Networks Review for Midterm	9	8	EX58#1
6	MAR	11	Midterm Exam 1 - 8		Midterm	
6	MAR	13	Database Management	10	9	PROJECT 2X
7	MAR	18	Lab; Internet Project			EX59#2
7	MAR	20	Computers & Security & Privacy	11	10	
8	MAR	25	Spring Break -No Classes			
8	MAR	27	Spring Break -No Classes			
9	APR	1	Information System Development	12	11	AC66#1
9	APR	3	Lab; Internet Project			AC68#2
10	APR	8	Programming Languages and Development	13	12	
10	APR	10	Lab; Internet Project			PROJECT 3A
11	APR	15	Enterprise Computing	14	13	PROJECT 3A cont.
11	APR	17	Lab; Internet Project			
12	APR	22	Computer Careers	15	14	PROJECT 4P
12	APR	24	Lab; Internet Project			PROJECT 4P cont.
13	APR	29	Lab; MAKEUP's/ Review for Final Exam		15	
13	MAY	1	Final Exam 9-15		Final	

NOTE: Subject to change based on the absorption rate of the class material by the students.