CS 105A Course Outline as of Fall 2016

CATALOG INFORMATION

Dept and Nbr: CS 105A   Title: INTRO TO MACINTOSH
Full Title: Introduction to Macintosh
Last Reviewed: 11/25/2013

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	1.50	Lecture Scheduled	1.50	17.5	Lecture Scheduled	26.25
Minimum	1.50	Lab Scheduled	0.50	4	Lab Scheduled	8.75
		Contact DHR	0		Contact DHR	0
		Contact Total	2.00		Contact Total	35.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 52.50   Total Student Learning Hours: 87.50

Title 5 Category: AA Degree Applicable
Grading: Grade or P/NP
Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP
Also Listed As:
Formerly: CIS 105A

Catalog Description:
Designed as a first course for students with little or no computer experience. Students will explore computer basics in a hands-on environment, using Mac-OS systems. Topics include: the components of a computer system; basic terminology; use of the mouse and keyboard; desktop features; disk and file management; use of word processing, graphics and spreadsheet software to create and print simple documents; accessing the World Wide Web.

Prerequisites/Corequisites:

Recommended Preparation:
Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Schedule of Classes Information:
Description: Designed as a first course for students with little or no computer experience. Students explore computer basics in a hands-on environment using Macintosh computers. Topics include: computer system components; basic terminology; use of mouse and keyboard; file and disk management; word processing, graphics and accessing the World Wide Web. (Grade or

P/NP)
Prerequisites/Corequisites:
Recommended: Eligibility for ENGL 100 or ESL 100
Limits on Enrollment:
Transfer Credit:
Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**	Effective:	Inactive:
CSU GE:	**Transfer Area**	Effective:	Inactive:
IGETC:	**Transfer Area**	Effective:	Inactive:
CSU Transfer:	Effective:	Inactive:	
UC Transfer:	Effective:	Inactive:	

CID:

Certificate/Major Applicable:
Both Certificate and Major Applicable

COURSE CONTENT

Outcomes and Objectives:
Upon completion of the course, students will be able to:
1. Identify the five major components of the conceptual computer, describe the function of each and give an example of hardware that serves that function
2. Compare the measures of memory/storage capacity; byte, kilobyte megabyte, gigabyte
3. Distinguish between software and hardware
4. Distinguish between application and system software
5. Identify three sources of information or assistance available to the new computer user
6. Identify and use the main components of the Mac OS interface
7. Apply basic file management skills
8. Create a simple word processing document
9. Describe and use the standard web browser interface conventions
10. Use a search engine to locate information about computer crime

Topics and Scope:

1. Five components of the conceptual computer and their use and hardware examples
   a. input
   b. output
   c. memory
   d. storage
   e. processor

2. Memory and storage capacity
3. Hardware
   a. keyboard and mouse
   b. printer
   c. disks and other storage devices
   d. memory
   e. central processing unit (CPU)
4. Software
   a. application software
   b. system software
5. Resources
   a. user groups
   b. publications
   c. retail stores
   d. software manuals, tutorials, on-line help, and phone support
   e. internet or World Wide Web (WWW)
6. Input devices and the user interface
   a. mouse
   b. keyboard
   c. desktop and its components
7. Word processing
   a. entering text
   b. formatting
   c. editing
   d. Save and Save As
   e. print preview and printing a document
   f. exiting a document and exiting an application
8. File management
   a. retrieve
   b. backup
   c. copy
   d. delete
   e. creating new folders
   f. moving files to folders
9. Spreadsheets
   a. terminology; cell, row, column, cell address
   b. spreadsheet interface
   c. creating formulas
10. Internet and the World Wide Web
   a. components required to access the Internet
   b. terminology and addressing
   c. using a web browser
   d. using a search engine

Assignment:

1. Read 15 - 20 pages in the textbook each week.
2. Read and complete weekly lab assignments.
3. Short written reports 1-2 pages. Short written reports with proper punctuation, grammar, spelling on topics such as resources, software selection, computer crime, web search results.
4. Final exam, both written and hands-on portion.

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written reports		Writing 5 - 10%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Lab assignments		Problem solving 20 - 40%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Final exam: Hands on performance based		Skill Demonstrations 20 - 40%

Exams: All forms of formal testing, other than skill performance exams.

Final exam		Exams 30 - 50%

Other: Includes any assessment tools that do not logically fit into the above categories.

None		Other Category 0 - 0%

Representative Textbooks and Materials:
OS X 10.4 Mountain Lion. Beighley, Lynn. Peachpit Press: 2012