CS 105A Course Outline as of Fall 2009

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: 39 - Total 2 Times

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: Total 2 Times

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
- 11. With repetition of this course:
- a. create more complex word processing documents
- b. perform more detailed Internet searches
- c. demonstrate increased facility with computer terminology

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
- 11. For repeating students:
 - a. using different search engines and performing more detailed searches
 - b. applying formating to create more complex documents
 - c. additional terminology

Assignment:

- 1. Read 15 20 pages in the textbook each week.
- 2. Read and complete weekly lab assignments.
- 3. Short written reports on topics such as resources, software selection, computer crime, web search results.
- 4. Final exam, both written and hands-on portion.
- 5. Students repeating the class will be given a project that incorporates word processing, spreadsheets and Web research on one of the course topics.

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.

None, This is a degree applicable course but assessment tools based on writing are not included because problem solving assessments and skill demonstrations are more appropriate for this course.

Writing 0 - 0%

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

Homework problems, Lab reports

Problem solving 20 - 60%

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

Performance exams

Skill Demonstrations 5 - 20%

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

Objective Examinations

Exams 30 - 60%

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

None

Other Category 0 - 0%

Representative Textbooks and Materials:

Mac OS X 10.4 Tiger, Robin Williams - Peachpit Press, 2006