University of North Alabama
Course Syllabus
CS 110 Introduction to Computers

Catalog Description

CS 110 Introduction to Computers (3 hours)
Introduction to the elementary concepts of personal computers and their uses; common applications including word processors, spreadsheets, presentation software; introduction to the Internet.

Course Content Goals

i. Recognize the computer as a device that aides the user in the problem solving process
ii. Have a general knowledge of modern graphical user interfaces
iii. Have a general knowledge of basic computer usage and utilities
iv. Recognize the uses of popular application software as an aid to problem solving
v. Have a general knowledge of UNA's online tools
vi. Have a general awareness of personal safety and privacy as related to computing
vii. Have an appreciation for the social ethical, and legal issues associated with computing

Course Learning Outcomes

1) Perform basic file maintenance using the built-in utilities
   a. Manage files and folders using the graphical interface
   b. Compress and uncompress files and folders
   c. Backup and restore data
   d. Use system restore to return the system to a working configuration
   e. Use the disk defragment and cleanup utilities
   f. Install and uninstall applications
2) Create, format, and print word processing documents
3) Create, format, and print spreadsheets with charts
4) Create digital presentations using a presentation application
5) Create a simple web page using HTML
6) Determine if a website is legitimate and safe using security indicators
7) Send and receive e-mail with attachments using UNAPortal
8) Obtain academic information using UNAPortal

Prerequisite(s)
None

Textbook(s)/Required Materials
Text: *CMPTR* by Pinard and Romer (ISBN-13: 978-1-111-52799-0)
Course materials at: **una.angellearning.com**
Course materials at: **login.cengagebrain.com**

Academic Honesty Statement
Each student is expected to behave in an ethical manner, to complete all course assignments without substantial help from anyone else and to neither offer nor accept help on course tests. See the University's Academic Honesty Statement in the catalog.

Equal Opportunity Statement

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the University offers reasonable accommodations to students with eligible documented learning, physical and/or psychological disabilities. Under Title II of the Americans with Disabilities Act (ADA) of 1990 and Section 504 of the ehabilitation Act of 1973, a disability is defined as a physical or mental impairment that substantially limits one or more major life activities as compared to an average person in the population. It is the responsibility of the student to contact Developmental Services prior to the beginning of the semester to initiate the accommodation process and to notify instructors within the first three class meetings to develop an accommodation plan. Appropriate, reasonable accommodations will be made to allow each student to meet course requirements, but no fundamental or substantial alteration of academic standards will be made. Students needing assistance should contact Developmental Services.

Relationship of UNA/CS program outcomes to ABET program outcomes

ABET Program Outcomes	Satisfying Course Learning Outcomes/Content Goals
a) An ability to apply knowledge of computing and mathematics appropriate to the discipline	
b) An ability to analyze a problem, and identify and define the computing requirements appropriate to its solution	i,ii,iii,iv
c) An ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs	2,3,4
d) An ability to function effectively on teams to accomplish a common goal	
e) An understanding of professional, ethical, legal, security and social issues and responsibilities	vi, vii
f) An ability to communicate effectively with a range of audiences	2,3,4
g) An ability to analyze the local and global impact of computing on individuals, organizations, and society	vi, vii
h) Recognition of the need for and an ability to engage in continuing professional development	
i) An ability to use current techniques, skills, and tools necessary for computing practice	1,2,3,4,5,6,7
j) An ability to apply mathematical foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the tradeoffs involved in design choices	
k) An ability to apply design and development principles in the construction of software systems of varying complexity	

Date Reviewed:
Fall 2010

Next Date to be Reviewed:
TBA

Date Approved:
Fall 2010