SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Outline: INTRODUCTION TO DATA PROCESSING

Code No.: EDP 100-5

Program: BUSINESS COMMON

Semester: ONE

Date: JUNE 1986

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New: _____ Revision: X

APPROVED: _____ 86-06-24
Chairperson Date

INTRO TO DATA PROCESSING	EDP 100-5
Course Name	Course Number

TIME: 5 periods per week for one semester

TEXT: "Introduction to Computers and Information Processing" by L. Long
"Vax Basic" by David Weinman, Barbara Kurshaw

AIM: This introductory course will be taken by all students in Semester I of the Business Administration program. Some of these students will decide to specialize in Data Processing while others will choose one of the other business options.

This course is intended to provide:

1. A grounding in Data Processing principles and methods which will be a prerequisite to more advanced courses for those students electing to specialize in Data Processing.

2. An appreciation of Data Processing principles, methods and capabilities for those students who elect to specialize in an area other than Data Processing.

3. Sufficient exposure to Data Processing to enable the student to decide whether his/her interest and/or aptitude lies in this area.

STUDENT EVALUATION:

The student's final grade will consist of the following components:

Tests - 3 @ 25% *(Note 1)	- 75%
Class Involvement and Assignments	- 25%
	100%

ASSIGNMENT DEADLINES: Each assignment must be handed in **ON TIME**, otherwise they are subject to a 10% deduction per day late.

All assignments must be handed in before end of term, otherwise the student has not fully completed the course and is subject to receiving an "R" grade.

A+	-	90-100%	- consistent outstanding achievement
A	-	80- 89%	- outstanding achievement
B	-	70- 79%	- consistently above average achievement
C	-	55- 69%	- satisfactory or acceptable achievement
R	-	0- 54%	- **repeat** - the student has not achieved the objectives of the course

*__Note 1:__ **No rewrites will be permitted.** A 2-hour final examination will be written at the end of the semester by students failing/missin one or two of the regular tests provided all assignments have been submitted. The mark on the final will replace the failed/ missed tests.

COURSE OUTLINE

Unit 1 - Overview:

Objectives:

- to demonstrate to the student the wide ranging effect of computers on society
- to demonstrate to the student the employment opportunities in the computer industry
- to give the student a knowledge of the overview of the computer and data processing
- to give the student a knowledge of the history of computers and data processing
- to give the student a knowledge in using the computers in the lab as it relates to sign-on, D.C.L. commands, load and running a pre-written BASIC program and use of the EDITOR
- to give the student a knowledge of common computer terms

Unit 2 - Hardware:

Objectives:

- to give the student a knowledge of 'HARDWARE' involved (overview of hardware system)
- to give the student a knowledge of data representation keying on the terms and reasons
- to give the student a knowledge of the "brains of the computer" CPU, its components and general workings, and terms used
- to give the student a (knowledge) of data communications (overview only) and its use

Text - Chapters 3-8

Objectives:

- to give the student a knowledge of software concepts and data organization

- to give the student a knowledge of the overall information system:
  - system analysis and design (life cycle, feasibility study)
  - programming (*see programming objectives)
  - system implementation, operation and control

- to give the student a knowledge of a programming language BASIC to the following degree:
  - knowledge of constants, variables, expressions, operators
  - knowledge of the BASIC COMMANDS, and their uses - LIST, RUN, SCRATCH, NEW, SAVE, OLD, REPLACE, SEQUENCE, EDIT

- knowledge of the BASIC KEYWORDS and their uses - LET, PRINT, END, INPUT, ROM, READ/DATA, GOTO, IF, FOR NEXT

* - to give the student a knowledge of the approach to problem solving as it relates to the programming

Text - Chapter 9-14, Appendix "A"