SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

Sault College

COURSE OUTLINE

COURSE TITLE: Technology in Perspective

CODE NO. : TNY 100   **SEMESTER:** 1

PROGRAM: Electrical Common

AUTHOR: Al Gooderham

DATE: Aug 2000   **PREVIOUS OUTLINE DATED:** Aug 1999

APPROVED:

_____   _____
                                     DEAN   **DATE**

TOTAL CREDITS: 3

PREREQUISITE(S): None

HOURS/WEEK: 3

I. COURSE DESCRIPTION:

This course is designed to introduce the participant to an array of types of technology , their impact on society and their inter-relationship. The student will, upon completion, appreciate the changes that technology has brought about not only in the working world but in society in general. In order to better prepare the student for changes in an educational experience and "on the job" learning various study skill techniques as well as safety practices and procedures will be explored to promote life long learning in a safe and efficient manner. The ethical issues surrounding technological advances and their impacts on the working world is vital knowledge in preparing the student for future careers and career changes. This course will also allow the student the opportunity to learn, practice and demonstrate a number of the generic skill requirements as outlined in the provincial generic skill learning outcomes documents.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Determine his/her own learning style

   Potential Elements of the Performance:
   complete a learning styles inventory worksheet
   discuss their style and career matches in a group
   complete test questions and time management assignment
2. Describe the WHMIS system and other general safety techniques and issues
   Potential Elements of the Performance:
   complete the WHMIS safety test
   complete questions on general safety techniques
   discuss ethical issues from safety video
3. Identify how I.T. systems work together, the effects on careers,
   changes in organizations, culture, society and knowledge base
   Potential Elements of the Performance:
   Complete impact case studies in groups
   Identify learning styles and career matches
   Describe cultural changes in organizations
   Complete test questions
4. Describe historical impacts of I.T.
   Potential Elements of the Performance:
   Identify the main era's in I.T. development
   Describe the significant advances in each era
   Speculate on future development
   Complete test questions and interview assignment
5. Identify basic components of a PC, their function and the operating system

Potential Elements of the Performance:
Complete a true/false-short answer quiz on terminology
complete a PC purchase assignment and analysis
complete formal test questions

6. Describe how info-systems are built using critical thinking
Potential Elements of the Performance:
Perform numerical conversions of various numbering systems
draw, evaluate and discuss critical thinking (digital) block diagrams
complete test questions

7. Describe various application software uses, requirements and impacts
Potential Elements of the Performance:
identify specific software packages and their characteristics
describe the hardware requirements of mm pkg's, games, graphics etc.
describe the business changes due to software
describe the need for training today vs. the past
complete test questions and group case study on impacts

8. Describe privacy issues and threats to and from I.T. systems
Potential Elements of the Performance:

discuss ethical issues from videos
describe the impacts of I.T. devices for the disabled
describe various encryption techniques
complete test questions

III.   TOPICS:

1. Learning Styles
2. WHMIS and General Safety Practices
3. Historical View of Information Technologies
4. PC Overview
5. Systems, Networks and Impacts
6. Application Software
7. Quality of Life Issues and Threats to I.T. Systems

IV.   REQUIRED RESOURCES/TEXTS/MATERIALS:
Instructor notes and handouts

V.   EVALUATION PROCESS/GRADING SYSTEM:

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WHMIS                          =  15%
Time Management                =   5%
Quiz #1                        =   2%
Interview                      =   2%
Test#1                         =  15%
PC Assignment                  =  20%
Software assignment            =   2%
PC quiz                        =   2%
Test #2                        =  15%
Corner Store Case              =   2%
Attendance and Attitude        = 20%
                                 100%
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The following semester grades will be assigned to students in postsecondary courses:

Grade	Definition	Grade Point Equivalent
A+	90 - 100%	4.00
A	80 - 89%	3.75
B	70 - 79%	3.00
C	60 - 69%	2.00
R (Repeat)	59% or below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field	

	placement or non-graded subject areas.
U	Unsatisfactory achievement in field placement or non-graded subject areas.
X	A temporary grade. This is used in limited situations with extenuating circumstances giving a student additional time to complete the requirements for a course (see *Policies & Procedures Manual – Deferred Grades and Make-up*).
NR	Grade not reported to Registrar's office. This is used to facilitate transcript preparation when, for extenuating circumstances, it has not been possible for the faculty member to report grades.

VI.   SPECIAL NOTES:

Special Needs:
If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1204 or call Extension 493, 717, or 491 so that support services can be arranged for you.

Retention of course outlines:
It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Plagiarism:
Students should refer to the definition of "academic dishonesty" in *Student Rights and Responsibilities*. Students who engage in "academic dishonesty" will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course outline amendments:
The Professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

A portion of the final grade is based on cooperation and attitude. Regardless of a persons background or ability, in order to work in an industrial or business environment requires the ability to work in harmony and with respect for your peers and   supervisors. This attitude is measured and reflected either positively or negatively in your overall grade, primarily by your attendance and timely submittal of assignments.
Attendance is a measure not only of physical presence at an appointed hour, but also a measure of your co-operation and attitude. Attendance is expected and will therefore be penalized by 1/2% for every **hour** missed, or late, without a valid and acceptable reason. This 1/2% will be deducted from your overall grade.

If a student misses a test or surprise quiz (maximum 5% of final grade) without contacting the instructor, the Dean's office or the switchboard prior to the test or quiz, a mark of zero will be granted without a re-write option. No re-writes will be given for completed tests.

It must be noted that an extensive collection of resource materials are available in the school library (resource center), the public library as well as Algoma University and Shouldice library (Lake Superior State University) all of which you have access to. In a course such as this, periodicals, trade magazines, manufacturer literature and the INTERNET may be your best sources for current information. Your instructors and library personnel can provide you with direction as to where to look for information on your particular discipline. Utilize them. Text: Laudon, Traver & Laudon,
    Information   Technology and Society, Wadsworth Publishing Company,
    ISBN 0-534-19512-1 (**Available, through second hand means, is worthwhile**)

VII.   PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

VIII.   DIRECT CREDIT TRANSFERS:

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.