SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

Sault College

COURSE OUTLINE

COURSE TITLE: Computer Applications

CODE NO. : IIM-600 **SEMESTER:** N/A

PROGRAM: Industrial Instrument Mechanic (BASIC)

AUTHOR: Edward Sowka

DATE: August 2003 **PREVIOUS OUTLINE DATED:** N/A

APPROVED:

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DEAN **DATE**

TOTAL CREDITS:

PREREQUISITE(S): None

HOURS/WEEK: 2

I. COURSE DESCRIPTION:

This course is a study of current PC architecture and terminology. The students will understand the components and functions of a typical PC as well as effectively navigate storage devices for efficient file management. The course will also introduce a typical engineering application.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

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

1. Identify major components of a typical PC and understand their function.

   Potential Elements of the Performance:

   - Recall the Block Diagram of a typical PC.
   - Recall the characteristics of major hardware components.
   - Recall basic functions of hardware components.

2. Understand file structure and organization of a typical PC

   Potential Elements of the Performance:

   - Recall the relationship of an Operating System and PC Hardware.
   - Recall the function of an operating system.
   - Understand the file organization / structure of a typical PC.
   - Recall the “Boot” process of a typical PC

3. Navigate a typical PC in a Windows environment.

   Potential Elements of the Performance:

   - Efficiently navigate a PC in both Command Line and Windows environments.
   - Correctly perform file management tasks such as copying, moving etc.

4. Operate an Electronic Circuit Simulation software package such as EWB and/or P-Spice (ORCad).

   Potential Elements of the Performance:

- Correctly use an electronic circuit simulation software to construct and test simple circuits.

III. TOPICS:

1. PC Architecture and Terminology
2. Operating System Structure
3. Applications Software

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

2 – 3.5" 1.44 Mb Floppy Disks
Instructors Notes
Access to the Internet

V. EVALUATION PROCESS/GRADING SYSTEM:

The final grade will be a combination of Theory and Practical Tests.

2 Theory Tests - 25% each
2 Practical Tests - 25% each

See Special Notes (Section VI) for additional criteria affecting your grade.

The following semester grades will be assigned to students in non-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
D	50 – 59%	1.00
F (Fail)	59% and below	0.00

CR (Credit)	Credit for diploma requirements has been awarded.
S	Satisfactory achievement in field /clinical placement or non-graded subject area.
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X	A temporary grade limited to situations

	with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

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 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.

- Attendance to lab and theory activities is compulsory, unless discussed with the instructor in advance of the absence and the absence is for a medical or family emergency. A ***deduction of 1% per Hour missed***, will be imposed on the final lab mark.
- Any student that is absent for a test, will be required to provide a doctors' note immediately upon returning. Failing to do so will result in a grade of 0% being assigned to the missed test.
- Tests, quizzes and other activities, will not be scheduled on an individual basis, unless it is for a medical or family emergency.
- Disruptions to theory classes, such as lateness, are not acceptable and will be dealt with on an individual basis.

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.