SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
SAULT STE MARIE, ON

COURSE OUTLINE

Course Title: COMPUTER APPLICATIONS

Code No.: FOR367-3 **Semester:** 5

Programs: INTEGRATED RESOURCE MANAGEMENT TECHNOLOGY

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Date: JUNE 98 **Previous Outline Date:** MAR97

Approved: _____ JUNE 22/98
Dean, Natural Resources Programs — Date

Total Credits: 2 **Total Credit Hours:** 32
Length of Course: 2 HRS/WEEK X 16 WEEKS

COMPUTER APPLICATIONS — COURSE NAME

FOR367-2 — CODE NO.

PREREQUISITE(S): EDP122 or approved equivalent

I. PHILOSOPHY/GOALS:

Computer Applications is intended to build on computer skills acquired in earlier courses. Generic software skills are developed and extended, using practical problems of the sort encountered by Integrated Resource Management Technologists. Use of spreadsheets to format and analyze field data is covered in some detail. Natural resource applications for database managers are introduced as well. Students will format and analyze field data collected from other Integrated Resource Management courses. Students are assumed to be competent in the use of word processors, and have a basic understanding of managing files in windows environments. Tutorials and practice exercises will be available for those needing practice with windows

II. STUDENT PERFORMANCE OBJECTIVES:

Upon successful completion of this course the student will be able to:

1. Manage diskettes and files, using the windows file manager
2. Use spreadsheets in the formatting and analysis of fish stocking data
3. Format and present scientific data, in a professional manner
4. Demonstrate appropriate formatting and presentation of climatic data
5. Use spreadsheets in the analysis of life tables
6. Chart trends in fish stocking data
7. Use a database manager to store, filter and retrieve simple data from lake, pond or stream surveys
8. Use a database manager to generate reports from lake survey data

COMPUTER APPLICATIONS — FOR307-2

COURSE NAME — CODE NO.

Unit 1

- Whitetailed Deer Check Station data
- Review of spreadsheet concepts, and an introduction to use of spreadsheets for presentation and analysis of check station data

Unit 2

- Fish Stocking Data Analysis
- Formatting and analysis of historical stocking data
- Also an introduction to the use of spreadsheets for registration of participants at conferences and meetings

Unit 3

- Formatting Scientific Data
- Working with electronically collected data relating tree diameter, soil moisture, and solar radiation

Unit 4

- Creel Census Data Analysis
- Formatting, sorting, filtering and analysis of large quantities of gill and/or trap net data

Unit 5

- Presentation and analysis of climatic data

Unit 6

- Life Tables
- Use of spreadsheet functions and formulae in the analysis of life table data for cervid populations

Unit 7

- Further studies of cervid life tables
- Also an introduction to use of spreadsheets to model loan amortization

Unit 8

- Charting fish stocking data

Unit 9

- Database Managers for lake, pond and stream surveys
- Design of a simple Access table suited to use in lake surveys
- Loading table with field data
- Data assembled here will be used in Units 10 and 11

Unit 10

- Application of queries to lake survey data

Unit 11

- Generation of reports from lake survey data

Unit 11

- Generation of data entry forms for lake surveys

IV. EVALUATION METHODS:

Tests	65%
Assignments	35%
Total	100%

The grading system to be used will be as follows:

A+	90 - 100%
A	80 - 89%
B	70 - 79%
C	60 - 69%
R	Less than 60% (course to be repeated)

There will be two unit tests, students must achieve a grade of at least 60% in both unit tests. If overall average is less than 60%, and the student has passed at least one of the two unit tests, a rewrite may be allowed in the unit not passed.

Attendance is very important. Attendance will be recorded, one way or another, in every class.

Students should maintain a lab book of all printed assignments, and a single disk with all assignments stored in a clear, understandable directory structure. Both the lab book and the disk should be brought to every class, they will be marked periodically.

V. REQUIRED STUDENT RESOURCES:

- FOR367 Computer Applications Study Guide
- At least 4 - 3 ½" High Density (1.44Mb) floppy diskettes
- Students are advised not to purchase books before consulting instructor
- Students should bring at least one blank diskette to every class

VI. SUGGESTED ADDITIONAL RESOURCE MATERIAL

The software support office , A2130, the library and the campus shop all stock useful , related books. Students are advised to consult the instructor , or software support staff, for references that will meet their current needs.

The Learning Assistance Center provides computer-based tutorials in windows, use of the mouse and (at times) other software. These are highly recommended for students who need help in basic computer skills

The library PD Café stocks a series of very useful videotapes and CD-ROM learning guides. The tapes are highly recommended for students experiencing difficulties.

VII. SPECIAL NOTES:

Special Needs

If you are a student with special needs (eg. Physical limitations, visual impairments, hearing impairments, learning disabilities), you are encouraged to discuss required accommodations with the instructor and/or contact the Special Needs Office, Room E1204, Ext. 493, 717 or 491 so that support services can be arranged for you.

Plagiarism

Students should refer to the definition of "academic dishonesty" in the "Statement of Students Rights and Responsibilities."