


SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: INTRODUCTION TO DATA PROCESSING
Code No.: EDP 105
Program: FORESTRY
Semester: II
Date: JANUARY 1984
Author: JODI WIED

New: _____ Revision: _____

APPROVED: 
Chairperson
Date Jan 84

INTRODUCTION TO DATA PROCESSING

Course Name

EDP 105

Course Number

OBJECTIVES:

1. To introduce the student to data processing.
2. To introduce the student to computers and what they can do.
3. To introduce the student to applications of the computer in business and their related field.
4. To give the student hands-on experience with the computer.

STUDENT EVALUATION:

Term Tests	70%	Term Tests	35%
Assignments/Labs	15%	Assignments/Labs	15%
*Portfolio - Due April 4/84	15%	*Portfolio	15%
		**Final Test	35%

- * During the semester you will collect newspaper and magazine articles that deal with computers and computer applications that apply in your study area. Occasionally you will come across articles that you are unable to photocopy. You can enter these in your portfolio with a bibliographic reference. All clippings should give the name of the periodical and the date: e.g. Globe & Mail, 1984 03 15.

Each article must have a typed covering page which contains two paragraphs. The contents of the two paragraphs are as follows:

1. First paragraph - a brief outline of the major points of the article in your own words.
2. Second paragraph - a brief comment on how this article relates to your future job in your related area.

** The Final Test will cover the semester's work and can be written only if:

1. You pass the semester and wish to improve your grade.
2. You missed/failed one of the term tests, or have an "I" grade so far and have completed your assignments, labs and portfolio satisfactorily.

GRADING:

A 80 to 100
B 70 to 79
C 55 to 69
I 40 to 54
R Under 40

NOTE: A student with a final grade of under 40 will not be allowed to write the final test and must repeat the course.

TEXTBOOK:

BASIC MADE EASY: A Guide To Programming Microcomputers and Minicomputers,
Don Cassel - Richard Swanson.

<u>WEEK</u>	<u>DATE</u>	<u>HOUR</u>	<u>TOPIC</u>
1	January 4	1	Introduction to course
2	January 11	1	Definition of data processing and the data cycle Manual vs electronic data processing Example of the use of computers used in the forestry industry
		2	Introduction to computers Components of a computer How a computer works
3	January 18	1	The operating system and how it works DCL commands Files
	(LAB)	2	Signon to the computer, change password using DCL commands, printing course outline
4	January 25	1	Solving data processing problems, pseudocode sample problems
		2	Programming concepts: variables, arithmetic, input, output
5	February 1	1	Introduction to the Basic Language: LET, PRINT
	(LAB)	2	Introduction to Basic commands ASSIGNMENT
6	February 8	1	Basic input/output: READ, INPUT
	(LAB)	2	More Basic commands ASSIGNMENT
7	February 15	1	Basic program control statements: IF, GO TO
	(LAB)	2	Using Basic ASSIGNMENT
8	February 22	1	TERM TEST 1
		2	ASSIGNMENT
	February 29		***** NO CLASSES *****
9	March 7	1	Testing and debugging
	(LAB)	2	Enter, test and debug your assignment
10	March 14	1	Introduction to application programs
	(LAB)	2	Enter and use an application program
11	March 21	1	An application program - Minitab
	(LAB)	2	Use the Minitab application program

<u>WEEK</u>	<u>DATE</u>	<u>HOUR</u>	<u>TOPIC</u>
12	March 28 (LAB)	1 2	Introduction to the editor Use the editor to enter a basic program
13	April 4 (LAB)	1 2	***** PORTFOLIOS DUE ***** Review the editor and any problems Use the editor to enter a document and a data file Run an application program that uses the data file
14	April 11 (LAB)	1 2	Introduction to electronic mail Use electronic mail
15	April 18	1 2	TERM TEST 2 Additional time if needed for test
16	April 25 (LAB)	1 2	Review for final test Final assignment Help session for students who must write final Work on final assignment
17	May 2	1 2	FINAL TEST Additional time if needed for final test