

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

Course Title: COMPUTER APPLICATIONS II

Code No.: FOR 358-4


Program: FOREST MANAGEMENT / FISH AND WILDLIFE TECHNOLOGY

Semester: VI

Date: SEPTEMBER, 1988

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New: \_\_\_\_\_ Revision: X

APPROVED:  Oct 18/88

Chairperson Date

CALENDAR DESCRIPTION

COMPUTER APPLICATIONS II

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**PHILOSOPHY/GOALS:**

The Ontario Ministry of Natural Resources, at the district office level, has a variety of microcomputers including APPLE, DEC, IBM and TROJAN. They are presently in the process of converting to IBM machines in order to have the capability of sharing software among district offices. This course will devote time to perfecting the student's ability to operate an IBM personal computer. We will study the operating system, create databases, spreadsheets and use software which is applicable to a forest technologist. Other aspects of the course will deal with the PAMAP-GIS, handheld Portable Data Recorders and Electronic Planimeters.

**METHOD OF ASSESSMENT (Grading):**

Evaluation will be based on assignments which will be handed out periodically throughout the course. The emphasis will be on practical applications as opposed to written formal tests. Some of the assignments will be "in-class" projects and regular attendance is necessary in that any student missing an assignment without a legitimate reason will receive an "I" grade in that assignment. Students receiving "I" grades on three assignments will receive an "R" grade in the course.

Grades	A+	90-100%
	A	80-89
	B	70-79
	C	60-69

Students who, at the end of the semester, have an overall grade of less than 60% may, AT THE DISCRETION OF THE INSTRUCTOR, write a final test covering the entire course material.

**EQUIPMENT/MATERIAL REQUIRED:**

Students are expected to purchase 2 - 5 1/4" double sided, double density computer diskettes. These are available in the college bookstore and computer stores throughout Sault Ste. Marie.

**TEXTBOOK(S):**

The software and manuals for use in the class will be provided.

**REFERENCES:**

For those wishing to pursue the use of microcomputers further, a number of texts can be found in the library; some of which are mentioned below. In addition, the instructor has current publications which may be signed out.

The professional microcomputer handbook	REF QA 76.5 .F464 1986
Computer wimp: 166 things I wish I had known before I bought my first computer	QA 76.5 .B36
How to buy software: the master guide to picking the right program	QA 76.6 .G58 1984
Introducing dBase III	QA 76.9 .D3B368 1985
Lotus 1-2-3 from A-Z	HF 5548.4 .L67W53 1985

CLASSROOM HOURS

TOPIC DESCRIPTION

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7	<u>IBM-PC: UNDERSTANDING THE OPERATING SYSTEM</u> <ul style="list-style-type: none"><li>- using disk commands (MS-DOS v. 2.2)</li><li>- organizing floppy disks</li><li>- creating directories/sub-directories</li><li>- understanding file types</li></ul>
7	<u>MANAGING A DATABASE (dBase III)</u> <ul style="list-style-type: none"><li>- preparation of diskettes</li><li>- creating and manipulating files</li><li>- data manipulation</li><li>- report preparation</li></ul>
7	<u>MANAGING A SPREADSHEET (LOTUS 1-2-3)</u> <ul style="list-style-type: none"><li>- creating/saving worksheets</li><li>- inserting columns, rows</li><li>- printing a worksheet</li><li>- creating and printing graphs</li></ul>
29	<u>PAMAP-GIS</u> <ul style="list-style-type: none"><li>- inputting an FRI stand map into digital form and producing a line map</li><li>- creating a database</li><li>- analyzing the effects of harvesting on the database and plotting a new line map</li><li>- report preparation</li></ul>
4	<u>PORTABLE DATA RECORDERS</u> <ul style="list-style-type: none"><li>- characteristics of PDR's</li><li>- installing programs from the IBM-PC</li><li>- collecting field data</li><li>- exporting program and data from the PDR</li><li>- report preparation</li></ul>
4	<u>ELECTRONIC PLANIMETERS</u> <ul style="list-style-type: none"><li>- operating an electronic planimeter to determine areas on forest stand maps</li><li>- comparison with alternative methods</li></ul>