

PREREQUISITES: CSO105

LENGTH OF COURSE: 4 HOURS PER WEEK

TOTAL CREDITS: 5

I. Course Description:

This course is divided into three operating systems modules that will focus on: D.O.S. internal and external commands, and the writing of Batch files; UNIX (Linux) and its essential command set and environment, and the writing of Scripts; Windows 95 focusing on the Explorer, Control Panel, Network Neighborhood, and file management.

Important Note: Your main means of communication with your instructors outside of class time is via e-mail. You are expected to read your e-mail at least once per day, but strongly encouraged to read your e-mail several times per day. Test times and dates, helpful tips and arranging tutor times with instructors will be arranged via e-mail if it is not established during class time. If you are going to be late or miss a class, you are expected to advise your instructor via e-mail.

Attendance:

Absenteeism will affect a student's ability to succeed in this course. Attendance is encouraged because many things are discussed and learned that may not be specifically evaluated on tests. Absences due to medical or other unavoidable circumstances should be discussed with the instructor.

II. LEARNING OUTCOMES AND ELEMENTS OF PERFORMANCE:

A. Learning Outcomes:

- 1. Demonstrate writing DOS batch files, understanding Path, Internal/External commands, and the purpose of the Autoexec.bat and Config.sys files.**
- 2. Demonstrated writing UNIX scripts and understanding the basic command set of the operating system.**
- 3. Demonstrate the abilities to utilize Windows 95 to run programs, manage files, understand the Control Panel and Network Neighborhood.**

B. Learning Outcomes with Elements of Performance:

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

1. Demonstrate writing DOS batch files, understanding Path, Internal/External commands, and the purpose of the Autoexec.bat and Config.sys files.

Potential elements of performance:

- Discuss the process DOS follows when running programs, and the ways in which batch files can interact with each other and the user.
- Describe the operation of and be able to write batch files using the following DOS commands: cls, rem, echo, pause, call, if, goto, shift, for, choice.
- Discuss and be able to use the following: pipes, filters, and features: redirection, more, sort, and find in DOS batch files.
- Understand directory structures and the full path to files.
- Demonstrate the processes for compressing/uncompressing a file.
- Create a bootable disk and describe the function of IO.SYS, MSDOS.SYS, COMMAND.COM. Focus on Format C: Format A:/S and SYS A:
- Discuss the purpose of the Autoexec.bat and Config.sys files.

2. Demonstrate writing UNIX scripts and understanding the basic command set of the operating system.

Potential elements of performance:

- Describe the operation of and be able to use basic Unix commands.
- Understand the Unix filesystem, directories, and the full path to files.
- Understand Unix file types: regular files, links, executable, and hidden.
- Demonstrate the ability to Create, edit and manage Unix files.
- Describe the operation of and be able to write batch files using Unix's Bash shell command set.
- Work with the standard input, output and error devices.
- Discuss and be able to use the following: pipes, filters, redirection and features; more, sort and find in Unix batch files.
- Describe and demonstrate the process for compressing/uncompressing a file.

3. Demonstrate the abilities to utilize Windows 95 to run programs, manage files, understand the Control Panel and Network Neighborhood.

Potential elements of performance:

- Describe the general organization of Windows 95 environment.
- Creating and Organizing folders
- Use Windows Explorer to manage file operations, moving, copying and deleting.
- Discuss the use of the Control Panel, Task Bar and the Print Manager, and be able to use them to manage their environment.
- Find files.
- Caring for files and disks.

V. REQUIRED RESOURCES/TEXTS/MATERIALS:

- Title: Windows Users Guide to DOS
Authors: Carolyn Gillay & Bette Peat
Publisher: Franklin, Beedle and Associates
ISBN: 1-887902-42-2
- 4 - 3.5" Floppy diskettes
- Additional reference material will either be given to the students or placed in the library for student use
- Handouts, guidance and material as it relates to the individual topics
- Use of research modes such as the INTERNET, Library Data Base Searches and articles

VI. EVALUATION PROCESS/GRADING SCHEME

22%	DOS TEST
22%	UNIX TEST
22%	WINDOWS TEST
8%	DOS ASSIGN.
8%	UNIX ASSIGN.
8%	WINDOWS ASSIGN.
8%	Comparison of the operating systems
2%	Participation

Quizzes may be conducted without advanced notification during scheduled lecture and/or lab sessions.

Some minor modifications to the above percentages may be necessary. The Professor reserves the right to adjust the mark up or down 5% based on attendance, participation, leadership, creativity and whether there is an improving trend.

1. TESTS Written tests will be conducted as deemed necessary; generally at the end of each block of work. They will be announced about one week in advance. Practical on-line tests may be conducted, in which case time to complete the assigned problems will be a factor in the evaluation.

2. ASSIGNMENTS Late assignments are subject to a ZERO grade unless PRIOR consent is granted by the instructor.

3. GRADING SCHEME

The following semester grades will be assigned to students in postsecondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
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 <i>Policies & Procedures Manual – Deferred Grades and Make-up</i>).	
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.

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.