

H6INCOM: Introduction to Computers

Module Code:	H6INCOM
Long Title	Introduction to Computers APPROVED
Title	Introduction to Computers
Module Level:	LEVEL 6
EQF Level:	5
EHEA Level:	Short Cycle
Credits:	5
Module Coordinator:	PRAMOD PATHAK
Module Author:	Helen Power
Departments:	
Specifications of the qualifications and experience required of staff	
Learning Outcomes	
<i>On successful completion of this module the learner will be able to:</i>	
#	Learning Outcome Description
LO1	LO 1. Describe what a digital computer is and how data is processed
LO2	LO 2. Identify how business application software supports the business endeavour
LO3	LO 3. Discuss the ways in which business application software is acquired and Implemented
LO4	LO 4. Illustrate the data storage, organisation and management techniques supporting data processing applications as well as understanding the fundamentals of networking.
LO5	LO 5. Identify the challenges posed by information systems security and control and management solutions
LO6	LO 6. Demonstrate technical skills in a range of business application software tools
Dependencies	
Module Recommendations	
No recommendations listed	
Co-requisite Modules	
No Co-requisite modules listed	
Entry requirements	

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Module Content & Assessment			
Indicative Content			
Introduction to Computing (20%) • Introduction to computers • Types of computers • History of computing • Typical Components of a Computer System o Overviews of Architecture o Processing o Memory and Storage Devices o Input:Output			
Software Fundamentals (15%) • Introduction to Software • System software • Applications software – end-user tools • Applications - bespoke systems and software packages			
Software Package sourcing and evaluation (5%) • Advantages and disadvantages of developing bespoke applications or buying application software packages • The Vendor marketplace • The Request for Proposals • Evaluating Vendor Proposals			
Networking Fundamentals (20%) • Communications media and channels • Wireless and mobile computing • Communications hardware and protocols • Centralised and distributed systems • Networks and network applications			
Data organisation and management fundamentals (20%) • Introduction to Data Management • File processing and organisation • Database management systems • Database architectures			
Security Management (20%) • Principles of Security Management • Physical Security • Systems Security and control • Special Security Considerations • Tools and Technologies for Safeguarding Info. Systems • Business Recovery Planning and Disaster Recovery Planning			
Practical Element n/a			
Introduction to the Operating Environment • The Windows Environment • Common user interface • Multitasking • Shared resources • Features of Windows • Running applications • Customising the desktop			
Telecommunications • How to send email • How to connect to the Internet • Using the Internet and the WWW			
End-user applications support tools n/a			
Spreadsheets • Entering data and printing • Using formulae • Using scroll bars • Saving a workbook • Using built-in functions • Presentation features • Creating charts			
Database • Creating tables • Simple queries • Simple Reports			
Word Processing • Creating and saving documents • Presentation of documents • Advanced Features of Word Processing Software			
Presentation Software • Creating dynamic presentations			
Internet • Searching and browsing • Basic web page creation			
Teaching methodology: The learning strategy involves the use of lectures, tutorials, practicals, case studies and class discussions as appropriate.			
Assessment Breakdown			%
Coursework			40.00%
End of Module Assessment			60.00%
Assessments			
Full Time			
Coursework			
Assessment Type:	Assignment	% of total:	40
Assessment Date:	n/a	Outcome addressed:	1,2,3,4,5,6
Non-Marked:	No		
Assessment Description:	n/a		
End of Module Assessment			
Assessment Type:	Terminal Exam	% of total:	60
Assessment Date:	End-of-Semester	Outcome addressed:	
Non-Marked:	No		
Assessment Description:	End-of-Semester Final Examination		
No Workplace Assessment			

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Module Workload				
Module Target Workload Hours 0 Hours				
Workload: Full Time				
Workload Type	Workload Description	Hours	Frequency	Average Weekly Learner Workload
Lecture	No Description	2	Every Week	2.00
Lab	No Description	1	Every Week	1.00
Total Weekly Contact Hours				3.00
Workload: Part Time				
Workload Type	Workload Description	Hours	Frequency	Average Weekly Learner Workload
Lecture	No Description	2	Every Week	2.00
Total Weekly Contact Hours				2.00

Module Resources	
<i>Recommended Book Resources</i>	
Laudon, K.C. & Laudon, J.P.. (2013), Essentials of Management Information Systems, Tenth Edition. Pearson.	
<i>Supplementary Book Resources</i>	
<p>Fox, R.. (2013), Information Technology: An Introduction for Today's Digital World, Chapman and Hall/CRC.</p> <p>Whiteley, D.. (2013), An Introduction to Information Systems, Palgrave Macmillan.</p> <p>Cox, J., Lambert, J. & Frye, C.. (2010), Microsoft Office 2010 Step by Step, Microsoft Press.</p> <p>Kennedy, J.. (2012), Complete ECDL 5, 2nd Edition. Gill & Macmillan.</p>	
<i>This module does not have any article/paper resources</i>	
<i>This module does not have any other resources</i>	
Discussion Note:	