TISHK INTERNATIONAL UNIVERSITY
FACULTY OF APPLIED SCIENCE
Department of MEDICAL ANALYSIS,
-2022

Course Information for IT 103-IT 104 INTRODUCTION TO INFORMATION TECHNOLOGY

Course Name:	INTRODUCTION TO INFORMATION TECHNOLOGY

Code	Regular Semester	Theoretical	Practical	Credits	ECTS
IT 103-IT 104	1-2	1	2	4	6

Name of Lecturer(s)-Academic Title:	Mohammad Salim It - Msc / Lecturer
Teaching Assistant:	-
Course Language:	English
Course Type:	Main
Office Hours	Wednesday 10:00 - 11:00
Contact Email:	mohammad.salim@tiu.edu.iq Tel:07508608162
Teacher's academic profile:	Mobile Applications Cloud Computing Web design Big Data
Course Objectives:	The course consists of two parts: The theoretical part will 1- Introduce the computing term and identify the main functions that a computer device does. 3- Tackling the main parts of the computer along with its input and output devices. 4- Identifying the differences between hardware, software and operating systems. The practical part will: 1- basic information of using window 10. 2- Use lab sessions to introduce the MS Word activity program starting from basic functions such as creating a word document to more advanced functions like inserting a table of content. 3- Applying the common options of MS word on MS PowerPoint along with extra features such as animation and transactions to build a foundation of using MS PowerPoint. 4. Explaining and using the excel useful commands
Course Description (Course overview):	This course is designed to make the student familiar with Computer literature. Information Technology Concepts are Introduced with an emphasis on software and hardware utilization. Students will be exposed to a board range of computer Technology and IT topics including; Understanding Computer, Hardware, software, Computer and communication, Multimedia, web pages & Internet, Networking and the role of IT in public life. This course is divided into two sections: a lecture and lab.

COURSE CONTENT

Week	Hour	Date	Topic
1	1	19-23/12/2021	Introduction With course description
2	1	2-5/1/2022	Introduction to information technology and applications
3	1	9-13/1/2022	Parts on Computer
4	1	16-20/1/2022	HARDWARE: the CPU & storage (Processing: The System Unit, Microprocessors, & Main Memory)
5	1	23-27/1/2022	Midterm Exam
6	2	30/1-3/2/2022	HARDWARE: the CPU & storage (Secondary Storage)
7	1	6-10/2/2022	Binary system of computer
8	1	13-17/2/2022	SOFTWARE: Tools for Productivity & Creativity
9	1	20-24/2/2022	Building systems & applications: software development, programming, & languages
10	2	27/2-3/3/2022	Final Exam
11	2	6-10/3/2022	Final Exam

COURSE/STUDENT LEARNING OUTCOMES

1	Differentiate between computing parts and devices.
2	Differentiate between hardware and software
3	Learn MS Word to Create, Write, Format, Save and Print documents.
4	Use MS PowerPoint to Create, Write, Format, design and Present a presentation.
5	Use MS Excel to Create, Write, Format, design and Present a presentation.

COURSE'S CONTRIBUTION TO PROGRAM OUTCOMES

(Blank : no contribution, I: Introduction, P: Profecient, A: Advanced)

	Program Learning Outcomes	**Cont.**
1	Apply the principles of engineering, science, and mathematics to identify, formulate, and solve Petroleum and Mining Engineering problems.	
2	apply designs to produce solutions that meet specified Petroleum and Mining project needs with consideration of health, safety, and environment.	I
3	make judgments in Petroleum and Mining Engineering situations by considering the global, economic, and environmental impacts.	P
4	function effectively and demonstrate professionalism in both individual and group settings by creating a collaborative environment.	
5	develop and conduct appropriate Petroleum and Mining experiments and researches using qualitative and quantitative methods.	
6	analyze and interpret data of Petroleum and Mining experimentation correctly.	
7	make logic and reasonable engineering estimation of data to design a solution for specific Petroleum and Mining Engineering projects.	I
8	apply advanced knowledge and modern engineering tools as needed	
9	design systems, components or processes to meet the needs and demands of the profession of Petroleum and Mining Engineering projects.	
10	apply the Petroleum and Mining Engineering concepts to other energy sectors such Geothermal.	

Prerequisites (Course Reading List and References):	There is No prerequisites for this course
Student's obligation (Special Requirements):	Access to a computer with MS office installed on it.
Course Book/Textbook:	1. Computer Literacy BASICS, Fifth Edition by Connie Morrison, Dr. Dolores Wells, and Lisa Ruffolo 2. Using an information technology by Brain K. William and Stacey C. Sawyer, 11th Edition 3. Microsoft Official Academic Course (MICROSOFT WORD, POWER POINT, EXCEL 2016 Step by Step) by JOYCE J. NIELSEN
Other Course Materials/References:	- introduction-to-computers-by-peter-norton-6th Edition - How Computers Work course by Khanacademy https://www.khanacademy.org/computing/computer-science/how-computers-work2 -Information Technology, An Introduction for Today's Digital World by Richard Fox
Teaching Methods (Forms of Teaching):	Lectures, Practical sessions, Exercises, Presentation, Seminar, Self evaluation, Assignments, , ,

COURSE EVALUATION CRITERIA

Method	**Quantity**	**Percentage (%)**
Participation	1	5
Quiz	1	10
Homework	1	5
Midterm Exam	1	20
Presentation	1	10
Laboratory	1	10
Final Exam	1	40
Total		**100**

Examinations: Essay Questions, True-False, Fill in the Blanks, Multiple Choices, Short Answers, Matching, Practical Question, ,

Extra Notes:

ECTS (ALLOCATED BASED ON STUDENT) WORKLOAD

Activities	Quantity	Workload Hours for 1 quantity*	Total Workload
Theoretical Hours	11	1	11
Practical Hours	11	2	11
Final Exam	1	40	40
Participation	1	1	1
Quiz	1	1	1
Homework	1	3	3
Midterm Exam	1	20	20
Presentation	1		0
Laboratory	1		0
Total Workload			**87**
ECTS Credit (Total workload/25)			**3.48**

Peer review

Signature:	Signature:	Signature:
Name:	Name:	Name:
Lecturer	Head of Department	Dean