

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Computer Principles		Module Delivery
Module Type	Basic		<input checked="" type="checkbox"/> Theory <input type="checkbox"/> Lecture <input checked="" type="checkbox"/> Lab <input type="checkbox"/> Tutorial <input type="checkbox"/> Practical <input type="checkbox"/> Seminar
Module Code	UOMU0000025		
ECTS Credits	3		
SWL (hr/sem)	75		
Module Level	1	Semester of Deliver	2
Administering Department	PM	College	TE
Module Leader	Samah Ali Abdulabbas	e-mail	Samah.Ali @uomus.edu.iq
Module Leader's Acad. Title	Assist.Lecturer	Module Leader's Qualification	M.Sc
Module Tutor	Name (if available)	e-mail	E-mail
Peer Reviewer Name	Name	e-mail	E-mail
Scientific Committee Approval Date	01/6/2023	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents

أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية

<p>Module Objectives</p> <p>أهداف المادة الدراسية</p>	<ol style="list-style-type: none">1. To learn about computers and their characteristics and features, compare different types of computers.2. To learn about the computer's Hardware, Identify the factors that affect the computer's performance, Learn about the numerical systems and data representation.3. Learn about the computer's Hardware(2), CPU, Memory4. Learn about operating system software5. Learn about the utility software programming languages, application software.6. Learn the Microsoft office2020(Word, Excel, Powerpoint)
<p>Module Learning Outcomes</p> <p>مخرجات التعلم للمادة الدراسية</p>	<ol style="list-style-type: none">1. Demonstrates knowledge of the Introduction to computer, computer component (hardware, software)2. Demonstrates knowledge of the Operating system (windows),3. Able to install windows (formatting)4. Able to use the following items: Start menu, desktop, taskbar, mouse applications, My computer, My documents, drivers, folders, files, cut, copy, paste, shortcut, right click menu, Setting menu, control panel5. Able to use Microsoft word 2020, Microsoft excel 2020, Microsoft powerpoint 20206. Able to use Internet , Internet explorer, starting, menus of internet explorer, E-Mail: Yahoo, Hotmail, google, yahoo, search information
<p>Indicative Contents</p> <p>المحتويات الإرشادية</p>	<p>After studying this chapter, the student is expected to master the following knowledge and skills:</p> <ol style="list-style-type: none">1. To know what is the computer, distinguish different computer properties, list the computers features and capabilities, compare between the different types of computers [11 hrs]2. Classifies the computer's hardware components to internal and external [11 hrs]3. To knows the CPU, types of memory modules, learn about input and output units, Learn about storage media, learn the components of the motherboard [11 hrs]4. Distinguish between different types of software, differentiate between types of system software, distinguish between types of operating systems, count the basic functions of the operating system.[12 hrs]5. Learn about different types of utility software, learn about the most important utility software and its functions, distinguish between different types of programming languages, differentiate between the types of different programming languages Compilers, classifies different programming languages, classifies application software, learn about the most important application software [12 hrs]6. Learn to use the Microsoft office2020 [15hrs]<ul style="list-style-type: none">● Word [5 hrs]● Excel [5 hrs]

- Powerpoint [5 hrs]

Revision and quiz [8hrs]

Learning and Teaching Strategies

استراتيجيات التعلم والتعليم

Strategies

The major approach used to offer this module will be to promote student engagement in the exercises while also enhancing and broadening their critical thinking abilities. This will be accomplished through lectures, interactive tutorials, and the consideration of various sorts of easy experiments incorporating some engaging sampling exercises for the students.

Student Workload (SWL)

الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	63	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعيا	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	87	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعيا	5
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	150		

Module Evaluation

تقييم المادة الدراسية

	Time/Numbe	Weight (Marks)	Week Due	Relevant Learning
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		r			Outcome
Formative assessment	Quizzes	3	10% (10)	3,8 and 12	LO #1, #2,#4,#5 and #6
	Assignments	4	10% (10)	2,5,10 and 14	LO #1, #4,#5 and #6
	Projects / Lab.	3	20% (20)	Continuou s	All
	Report				
Summative assessment	Midterm Exam	2hr	10% (10)	7	LO #1 - #3
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري

	Material Covered
Week 1	Introduction to Computer: Concepts of Hardware and Software with their components; Concept of Computing, Data and Information; Applications of Information Electronics and Communication Technology (IECT); Connecting input/output devices, and peripherals to CPU
Week 2	Computer Components: Computer Portions, Hardware Parts, I/O Units, Memory Types, Basic CPU Components, Computer Ports, Personal Computer, Personal Computer (Features and Types)
Week 3 &4	Operating System and Graphical User Interface GUI: Operating System; Basics of Common Operating Systems; The User Interface, Using Mouse Techniques; Use of Common Icons, Status Bar, Using Menu and Menu-selection, Concept of Folders and Directories, Opening and closing of different Windows: Creating Short cuts
Week 5&6	Word Processing: Word Processing Basics: Opening and Closing of documents, Text creation and Manipulation; Formatting of text; Table handling: Spell check, language setting and thesaurus; Printing of word document.
Week 7&	

8& 9	Spread Sheet: Basics of Spreadsheet, Manipulation of cells; Formulas and Functions, Editing of Spread, printing of spread sheet.
Week 10&11	Presentation Software: Basics of presentation software; Creating Presentation; Preparation and Presentation of Slides; Slide Show; Taking printouts of presentation / handouts
Week 12	Introduction to Internet and Web Browsers: Computer networks Basic; LAN, WAN; Concept of Internet and its Applications; connecting to internet; World Wide Web; Web Browsing software's, Search Engines: Understanding URL: Domain name; IP Address
Week 13	Communications and Emails: Basics of electronic mail; Getting an email account; Sending and receiving emails; Accessing sent emails; Using Emails; Document collaboration
Week 14	Computer Troubleshooting: Identifying and solving common hardware and software problems that computer users encounter. Basic troubleshooting techniques and tools for diagnosing and resolving issues.
Week 15	Preparatory week before the final Exam

Delivery Plan (Weekly Lab. Syllabus) المنهاج الاسبوعي للمختبر	
	Material Covered
Week 5&6	Able to use Microsoft word 2020
Week 7& 8& 9	Able to use Microsoft excel 2020
Week 10&11	Able to use Microsoft powerpoint 2020

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	<p>Introduction to Computer Skills For first year students, Bisha University</p> <p>Computer Science Principles: The Foundational Concepts of Computer Science - For AP® Computer Science Principles 2020th Edition , Mr. Kevin P Hare (Author), Pindar Van Arman (Foreword)</p> <p>1. Graham Brown, David Watson, "Cambridge IGCSE Information and Communication Technology", 3rd Edition (2020)</p> <p>2. Alan Evans, Kendall Martin, Mary Anne Poatsy, "Technology In Action Complete", 16th Edition (2020).</p> <p>3. Ahmed Banafa, "Introduction to Artificial Intelligence (AI)", 1st Edition (2024).</p>	Yes
Recommended Texts	<p>MICROSOFT ACCESS, EXCEL & POWER BI FOR Tech DemystifiedBEGINNERS & POWER USERS, (Author)</p>	No
Websites	<p>https://www.just.edu.jo/~mqais/CIS99/PDF/Ch.01_Introduction_%20to_computers.pdf</p>	

Grading Scheme مخطط الدرجات				
Group	Grade	التقدير	Marks %	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.

Code	Course/Module Title	ECTS	Semester
NTU 101	COMPUTER PRINCIPLES	3	2
Class (hr/w)	Lect/Lab./Prac./Tutor	SSWL (hr/sem)	USWL (hr/w)
2	2	63	12

Description

Computer Principles is an introductory course that provides a comprehensive understanding of the fundamental concepts and principles of computer science. The course covers topics such as computer architecture, data representation, algorithms, programming languages, operating systems, and computer networks. Students will learn about the basic components of a computer system, how data is stored and processed, and the principles behind efficient and reliable computer operations. The course also explores the role of computers in society, ethical considerations in computing, and emerging trends in the field. Through this course, students will develop a solid foundation in computer principles and gain the necessary skills to pursue further studies or careers in computer science.