Ministry of Higher Education and

Scientific Research - Iraq
Al-Mustaqbal University
College of Engineering Technique
Department of Electrical Engineering Technique

MODULE DESCRIPTOR FORM
نموذج وصف المادة الدراسية

Module Information
معلومات المادة الدراسية

Module Title	**COMPUTER PRINCIPLE**	**Module Delivery**	
Module Type	BASIC	✓ **Theory Lecture** ✓ **Lab** **Tutorial** ✓ **Practical** ✓ **Seminar**	
Module Code	UOMU0000030		
ECTS Credits	5		
SWL (hr/sem)	125		
Module Level	1	**Semester of Delivery**	2
Administering Department	DEPARTMENT OF ELECTRICAL ENGINEERING TECHNIQUES	**College**	Al-Mustaqbal University
Module Leader		**e-mail**	
Module Leader's Acad. Title	Lecturer	**Module Leader's Qualification**	
Module Tutor	None	**e-mail**	None
Peer Reviewer Name	None	**e-mail**	None
Review Committee Approval	14/06/2023	**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

Module Objectives أهداف المادة الدراسية	1-Understanding the Fundamentals: The primary objective of a computer principal course is to provide students with a solid foundation in the fundamental principles of computer work. This includes concepts such as Hardware, Software and new technologies in computer area. 2-Analyzing the work of Components: Students will learn how does computer parts work and the parts of each of them. They will understand their behavior in normal condtion and be able to calculate their effects on the overall performance of work. 3-Computer Specifications: Students will become familiar with important properties of each computer components and be able to install the proper hardware/software for their computer. 4-Laboratory Skills: The course includes hands-on laboratory experiments to provide students with practical experience of using Microsoft Office progmars suck as Word, PowerPoint, Excel and Access.
Module Learning Outcomes مخرجات التعلم للمادة	1-Fundamental Knowledge: Students will acquire a solid understanding of the fundamental concepts and principles of computer hardware components, including CPU, RAM, Storage Devices, Input and output devices. 2-Copmputer performance Skills: Students will be able to buy their own PC/Laptop in a

الدراسية	manner that allow to use the full capability of the computer with less price. 3-Computer Software Skill: Students will be able to install computer drivers and the essential programs. 4-Through hands-on laboratory experiments, students will be able to write reports, homework and posters by using Word program, on the other hand they will be able to prepare presentations using PowerPoints program. Also, they will be able to use Excel and Access programs to solve equations and draw curves.
Indicative Contents المحتويات الإرشادية	Indicative content includes the following: - Part A – Introduction to Computer. Constituent the field of using computer, types of computers and their differences, The advantages and disadvantages of computers [8 hrs] - Part B Computer Components. CPU, RAM, Storage Devices, Input and Output devices [14 hrs] - Part C Office programs . Microsoft Word, Microsoft PowerPoint, Microsoft Excel and Microsoft Access. [32 hrs] - Revision problem classes [6 hrs]

Learning and Teaching Strategies
استراتيجيات التعلم والتعليم

Strategies	1-**Hands-on Experiments:** Engage students in practical experiments to deepen their understanding of circuits. 2-**Videos:** seeing videos for best understanding of components work. 3-**Group Reports:** Assign collaborative reports for new computer technology. 4-**Interactive Discussions:** Encourage student participation and critical thinking through open-ended questions. 5-**Assessment Variety:** Use diverse assessment methods to gauge student understanding. 6-**Office Hours and Support:** Offer individualized assistance through office hours or online support.

Student Workload (SWL)
الحمل الدراسي للطالب

Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	63	**Structured SWL (h/w)** الحمل الدراسي المنتظم للطالب أسبوعيا	4.2
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	62	**Unstructured SWL (h/w)** الحمل الدراسي غير المنتظم للطالب أسبوعيا	4.1
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	125		

Module Evaluation
تقييم المادة الدراسية

		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	**Quizzes**	6	10% (10)	5, 10	LO #1, 2, 4
	Assignments	6	10% (10)	2, 12	LO # 3, 4
	Projects / Lab.	16	10% (10)	Continuous	All
	Report	8	10% (10)	2, 12	4
Summative assessment	**Midterm Exam**	2 hr	10% (10)	8	LO # 1-3
	Final Exam	3 hr	50% (50)	15	All
Total assessment			100% (100 Marks)		

	Delivery Plan (Weekly Syllabus) المنهاج الاسبوعي النظري	
	Material Covered	
1	Introduction to computer	
2	Hardware and Software	
3	Central Processing Unit	
4	Memory	
5	Storage Devices	
6	Motherboard	
7	Operating System	
8	Windows Desktop	
9	Installing and removing programs	
10	Utility programs	
11	Internet	
12	Cloud services	
13	Artificial Intelligence Websites and Programs	
11	Artificial Intelligence Websites and Programs (Contd.)	
12	Virtual Reality	
13	Augmented Reality	
14	Smart Websites	
15	Final Examination	

	Delivery Plan (Weekly Lab. Syllabus) المنهاج الاسبوعي للمختبر	
	Material Covered	
1	LAB 1: INTRODUCTION TO MICROSOFT OFFICE PROGRAM	
2	LAB 2: FILE AND HOME TABS IN MICROSOFT WORD	
3	LAB 3: INSERT TAB IN MICROSOFT WORD	
4	LAB 4: DESING AND LAYOUT TABS IN MICROSOFT WORD	
5	LAB 5: HOME AND INSERT TAB IN MICROSOFT POWERPOINT	
6	LAB 6: TRANSITIONS TAB IN MICROSOFT POWERPOINT	
7	LAB 7: ANIMATIONS TAB IN MICROSOFT POWERPOINT	
8	LAB 8: HOME TAB IN MICROSOFT EXCEL	
9	LAB 9: INSERT TAB IN MICROSOFT EXCEL	
10	LAB 10: WRITING FORMULAS IN MICROSOFT EXCEL	
11	LAB 11: CREATING TABLES IN MICROSOFT ACCESS	
12	LAB 12: CREATING FORMS IN MICROSOFT ACCESS	
13	LAB 13: CREATING REPORTS IN MICROSOFT ACCESS	
14	LAB 14: REVIEW	

Learning and Teaching Resources مصادر التعلم والتدريس		
	Text	**Available in the Library?**
Required Texts	Fundamentals of Computer Work	Yes
Recommended Texts	Fundamentals of Computer Work	No

Websites	Youtube

APPENDIX:

<table>
<tr><td colspan="5" align="center">GRADING SCHEME
مخطط الدرجات</td></tr>
<tr><td>Group</td><td>Grade</td><td>التقدير</td><td>Marks (%)</td><td>Definition</td></tr>
<tr><td rowspan="5">Success Group
(50 - 100)</td><td>A - Excellent</td><td>امتياز</td><td>90 - 100</td><td>Outstanding Performance</td></tr>
<tr><td>B - Very Good</td><td>جيد جدا</td><td>80 - 89</td><td>Above average with some errors</td></tr>
<tr><td>C - Good</td><td>جيد</td><td>70 - 79</td><td>Sound work with notable errors</td></tr>
<tr><td>D - Satisfactory</td><td>متوسط</td><td>60 - 69</td><td>Fair but with major shortcomings</td></tr>
<tr><td>E - Sufficient</td><td>مقبول</td><td>50 - 59</td><td>Work meets minimum criteria</td></tr>
<tr><td rowspan="2">Fail Group
(0 – 49)</td><td>FX – Fail</td><td>مقبول بقرار</td><td>(45-49)</td><td>More work required but credit awarded</td></tr>
<tr><td>F – Fail</td><td>راسب</td><td>(0-44)</td><td>Considerable amount of work required</td></tr>
<tr><td></td><td></td><td></td><td></td><td></td></tr>
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Note:

NB 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.