

**IT 200****Information Technology Fundamentals****Term 2 (2013-2014)****Course Profile**

All details in this course profile for IT 200 have been officially approved by CCIS – Majmaah University and represent a learning partnership between the University and you (our student). The information will not be change unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

**General Information****OVERVIEW**

This course is introducing the fundamentals of Information Technology. Course coverage will include both theoretical understanding of Information technologies, and hands-on experience with applications. The course will teach the terms and concepts of information technology and explain technologies underlying all areas of IT that are needed in the world of work.

**DETAILS**

<b>Level</b>	Under graduate – 4
<b>Credit Points</b>	3 (3+0+1)

**PRE-REQUISITES OR CO-REQUISITES**

Pre-requisite: None

Co-requisite: None

## ATTENDANCE REQUIREMENTS

Regular class attendance is expected of all students. Attendance falling below 75% will result in the students becoming ineligible to appear for the final examination. If a student arrives late for class and the roll has been taken, it is the responsibility of the student to notify the instructor at the end of that class that he/she arrived late and was not absent.

## ASSESSMENT OVERVIEW

Assessment Task	Weighting
1. Midterm Exam-1	20%
2. Quizzes	10%
3. Assignments/Report/Seminar	20%
4. Practical	10%
5. Final Exam	40%

## COURSE LEARNING OUTCOMES

1. Apply IT Technology Basics
2. Use Computer Software Applications
3. Apply Graphic Design Fundamentals
4. Understand Digital Media Design
5. Understand Internet and Web Design
6. Understand Hardware Design, Operation and Maintenance
7. Manage Operating Systems, Networking, and System Administration
8. Apply Business Law, Ethics and Legal Issues in IT

## ALIGNMENT OF ASSESSMENT TASKS TO LEARNING OUTCOMES

Assessment Task	Learning Outcomes							
	1	2	3	4	5	6	7	8
1. Midterm Exam-1	.	.	.					
2. Quizzes				.	.	.		
3. Assignments/Report/Seminar							.	.
4. Practical		.	.	.	.	.	.	
5. Final Exam	.	.	.	.	.	.	.	.

## Textbook and Resources

### PRESCRIBED TEXTBOOKS / REFERENCE BOOKS

Fundamentals of Information Technology			
Author/s	Deepak Bharioke	Year	2012
Edition	4	Publisher	Excel Books

### IT RESOURCES

You will need access to the following IT resources:

- Internet
- <http://faculty.mu.edu.sa/stirumalai/>

### Referencing style

All submissions for this course must use the **American Psychological Association (APA)** referencing style. For further information, see the Assessment Tasks below.

### Teaching Contacts

<b>Course Coordinator:</b>	Prof. Saravanan
<b>Lab/Tutorial Instructor:</b>	Mr. Mohammed Rafiq
<b>Email:</b>	s.tirumalai@mu.edu.sa
<b>Office Hours:</b>	Sunday: 10 am to 11 am Tuesday: 8 am to 12 pm
<b>Office Number:</b>	0164045385

## Schedule

Week	Module/Topic	Chapter	Event and submission
Week-1	IT Technology Basics	Deepak Bharioke "Fundamentals of Information Technology"	
Week-2	Operating Systems & Computer Software Applications		
Week-3	Networking & Data Communications		
Week-4	Computer Programming Theory		
Week-5	Software Systems Management		
Week-6	Graphic Design Fundamentals		
Week-7			<b>Mid Term 1</b>
Week-8	Digital Media Design		
Week-9	Internet and Web Design		
Week-10	Hardware Design, Operation and Maintenance		
Week-11	Systems Administration		
Week-12	Business Law, Ethics		
Week-13			<b>Quizzes</b>
Week-14	Legal Issues in IT		
Week-15	Revision		<b>Assignment Submission</b>

## Assessment Task

### WRITTEN ASSESMENT

<b>Assessment Title</b>	Midterm Exam-1
<b>Task Description</b>	This assignment is aligned to learning outcomes 1,2 & 3. In that regard, the assignment contains questions that assess: 1) students' thorough understanding in the concepts of IT 2) issues in graphics design fundamentals
<b>Assessment Due Date</b>	Week 7
<b>Return Date to Students</b>	Week 8
<b>Weighting</b>	20%
<b>Learning Outcomes Assessed</b>	1. Apply IT Technology Basics 2. Use Computer Software Applications 3. Apply Graphic Design Fundamentals

<b>Assessment Title</b>	Quizzes
<b>Task Description</b>	This assignment is aligned to learning outcomes 3,4 & 5. In that regard, the assignment contains questions that assess students' thorough understanding in digital media design, Internet design and Hardware design
<b>Assessment Due Date</b>	Week 13
<b>Return Date to Students</b>	Week 14
<b>Weighting</b>	10%
<b>Learning Outcomes Assessed</b>	4. Understand Digital Media Design 5. Understand Internet and Web Design 6. Understand Hardware Design, Operation and Maintenance

<b>Assessment Title</b>	Assignment
<b>Task Description</b>	This assignment is aligned to learning outcomes 7 & 8. In that regard, the assignment contains questions that assess: students' thorough understanding in Operating systems , Ethics and legal issues in IT
<b>Assessment Due Date</b>	Week 15
<b>Return Date to Students</b>	Week 15
<b>Weighting</b>	20%
<b>Referencing Style</b>	<a href="#">American Psychological Association (APA)</a>
<b>Submission</b>	Online Submission through E-mail
<b>Learning Outcomes Assessed</b>	7. Manage Operating Systems, Networking, and System Administration 8. Apply Business Law, Ethics and Legal Issues in IT

<b>Assessment Title</b>	Practical
<b>Task Description</b>	This assignment is aligned to learning outcomes 2,3,4,5,6 & 7. In that regard, the assignment contains questions that assess students' thorough understanding IT fundamentals
<b>Assessment Due Date</b>	Every week as prescribed
<b>Return Date to Students</b>	Every week as prescribed
<b>Weighting</b>	10%
<b>Learning Outcomes Assessed</b>	2. Use Computer Software Applications 3. Apply Graphic Design Fundamentals 4. Understand Digital Media Design 5. Understand Internet and Web Design 6. Understand Hardware Design, Operation and Maintenance 7. Manage Operating Systems, Networking, and System Administration

## FINAL EXAMINATION

<b>Outline</b>	Complete an examination
<b>Date</b>	<b>During University examination period</b>
<b>Weighting</b>	40%
<b>Length</b>	180 Minutes
<b>Details</b>	No Calculator Permitted Closed Books
<b>Learning Outcomes Assessed</b>	1. Apply IT Technology Basics 2. Use Computer Software Applications 3. Apply Graphic Design Fundamentals 4. Understand Digital Media Design 5. Understand Internet and Web Design 6. Understand Hardware Design, Operation and Maintenance 7. Manage Operating Systems, Networking, and System Administration 8. Apply Business Law, Ethics and Legal Issues in IT