

GRANDE PRAIRIE REGIONAL COLLEGE
BUSINESS ADMINISTRATION
COURSE OUTLINE

1983-84

BA 115 - INTRODUCTION TO COMPUTERS

(L. Dawson)

TEXT: Computers and Data Processing Today with BASIC;
Steven L. Mandell; West Publishing Co., 1983

PREREQUISITE: None

COURSE DESCRIPTION: This course is intended to be a survey course for the student in business. The student will be exposed to the history of computers, computer development, hardware and software. Students will be exposed to computer simulation and numerical problem solving. The computer language used will be BASIC.

- COURSE OBJECTIVES:
1. To develop an appreciation of the role of the computer in society - especially its impact on business organizations
 2. To develop an appreciation of the rapid development of the computer industry in the following areas:
 - a. Growth of computer usage
 - b. Evolvment of generations of computers generally
 - c. New developments in the micro-computer field
 3. To gain an appreciation of how the computer fits into the field of business data processing and office automation
 4. To gain an appreciation of the programming process
 5. To develop an understanding of how the computer functions. This will involve the ability to describe the purpose and function of the control section, the primary storage section, and the arithmetic/logic section

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6. To learn to use flowcharting as an aid to programming. The student should be able to flow-chart simple procedures
7. To become familiar with some common computer I/O devices
8. To become familiar with selected operating systems (APPLE DOS and CP/M)
9. To gain some experience in using applications software including Word Processing
10. To learn the programming language, BASIC, and be able to demonstrate this by writing programs involving

PRINT statements and screen formatting
Assignment statements and uses of variables
Loops
Conditional and unconditional GOTO
Substring selection
READ. . . DATA statements
Counters and accumulators
(A simple introduction to disk files will be given)

COURSE
CONTENT:

1. All chapters except Chapter 9 of the text will be covered with the main emphasis being placed on the first five. The chapters will be taken in order.
2. Video tapes will be used where applicable.
3. Students will gain experience on the APPLE II Plus the APPLE IIe, and the MICOM CP/M system.
4. Students will have a brief experience on the MICOM Word Processor

GRADING:

	Percentage of Total
Mid-Term Examination	20
Lab Assignments	40
Final Examination	40
Total	100