

GRANDE PRAIRIE REGIONAL COLLEGE  
DEPARTMENT OF COMPUTING, MATHEMATICS and STATISTICAL  
SCIENCES

Computing Science 1610

FALL 1999

**TITLE:** INTRODUCTION TO PERSONAL COMPUTING

**Instructors** : Dr. LakshmaREDDY GANTA  
**Office** : J 220  
**Telephone** : 539 - 2850  
**Consultations:**

**Purpose:**

This course is intended to serve as the first computing course for students in the bachelor of Education and Arts programs. The student will become familiar with general computing concepts and terminology as well as gaining an understanding and appreciation of the impact that computer technology is having on society.

The lab portion of the course will provide students with hands on experience on several popular microcomputer software packages.

A brief introduction to programming in a high-level language will be provided.

Each student is expected to complete a variety of assignments on each of the software packages introduced.

**Calendar Description:**

3(3-0-3)UT. A personal computer is used in this course. The topics include: applications of computers, data bases, spreadsheets, word processing, graphics, and communications. There will be a brief introduction to programming and computers in society.

**Laboratories:**

Lab facilities for this course are located in A & J wings.

**Text:** Discovering Computers A Link to the Future by  
G.B.Shelly, T.J. Cashman, G.A. waggoner and W.C.Waggoner.

Microsoft Office97: Word and Excel

**Lab** : 3 HD or DD 3.5" diskettes are required for the lab.

Marking:	Assignments	25%
	Term Test-1	20%
	Term Test-2	20%
	Final Exam	35%

Special Notes:

- 1) The Student must pass the Theory/concepts portion of the course in order to obtain a passing grade for the term. That is, student have to get atleast 37.5 out of 75 (term test 1, term test 2, and final) marks in order to pass the course.
- 2) Late assignments will not be accepted.
- 3) The student is responsible for adhering to all requirements as specified for each assignment.
- 4) Assignments are not all of equal weight.

Attendance: If a student misses a particular class it is their responsibility to know the material covered and announcements made.