

GRANDE PRAIRIE REGIONAL COLLEGE
Department of Computer Systems Technology
Course Outline

CT 1110 - INTRODUCTION TO COMPUTERS 3(2-3)

- INSTRUCTOR:** Evans Forsyth
- OFFICE:** C415
- PHONE:** 539-2009 (Office)
532-1031 (Residence)
- MATERIALS REQUIRED:** Text: Computing Essentials; O'Leary, et al; McGraw-Hill
101 Word Processing Exercises; McGraw-Hill
- Disks: Three 3.5", 1.44MB High Density Floppy Disks (not 1MB, Double Density, or DD disks)
- PREREQUISITE:** Nil.
- COURSE DESCRIPTION:** This is an introductory course on computers covering the basic concepts needed to use computers (terminology, hardware, and design) as well as practical experience using common MS DOS and Windows programs (WordPerfect, Quattro, and DBase IV). Developing skills in both keyboarding and MS DOS are a significant part of the course.
- Lectures will be supplemented by Computer Based Instruction (CBI) and Labs. Approximately 10% of the course time will be Lecture, 40% CBI, and 50% Lab.
- Class will meet for five hours per week. Students are expected to come in for additional lab time, at their convenience.
- COURSE OBJECTIVES:**
1. To familiarize students with the language and essential concepts of computing.
 2. To familiarize students with software tools that will assist them in other courses and in the job market.
- EVALUATION:** End of Unit Quizzes 100%

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