# Global Learning Semesters
## Course Syllabus
Course: EDUC-269 Intro to Computers
Department: Education
Host Institution: University of Nicosia, Nicosia, Cyprus

| Course Summary | | |
|---|---|---|
| **Course Code** | **Course Title** | **Recommended Credit Hours** |
| EDUC-269 | Intro to Computers | 3 |
| **Semester Offered** | **Contact Hours** | **Prerequisites** |
| Fall | 42 | None |
| **Department** | **Level of Course** | **Language of Instruction** |
| Education | Lower Division | Greek |

## Course Description

Introduction to computer science.
Historical overview and evolution of technology.
Computers in our lives.
The parts of a computer, input and output devices, and functions of peripheral  devices.
Computer networks and data communication.
Windows 2000.
Word-processing using Microsoft Word.
Image editing using Paint and Adobe Photoshop.
The Internet and World Wide Web.
Computers in schools.
Evaluating and selecting educational software.

## Instructor

Dr Despo Ktoridou

## Course Aims and Objectives

The purpose of this course is to provide an introduction to computers and basic computer literacy skills. The impact of computers in our social life will also be addressed along with implications for education. The emphasis of the course will be to help students develop the basic computer literacy skills, which will enable them to productively use computers and software in their place of work.

## Teaching Methods

The course is delivered through a mixture of lectures and practical exercises and assignments.

## Course Teaching Hours

42 hours.  The course is delivered during the Spring semester in 14-weeks (3 hours/week).

## Evaluation and Grading.

Homework:      20%
Mid-Term:      30%
Final Exam:    40%
Participation: 10%

## Readings and Resources

**Required Textbook**
Pamela R. Toliver, Yvonne Johnson, The Select Series Microsoft Office XP, 2002, Prentice Hall