Course description form

1. Course name:

The Computer

2. Course code:

3. Semester/Year:

Chapter one 2023-2024

4. Date this description was prepared:

14 / 2 / 2024

5. Available forms of attendance:

daily attendance

6. Number of study hours (total)/number of units (total):

15 hours

7. Name of the course administrator (if more than one name is mentioned)

Name: Haneen zaghir hasan   Email: haneen.zaghir.hasan@qu.edu.iq

8. Course objectives

Objectives of the study subject	•Introducing the student to the principles of computer science. •Training the student and developing his scientific abilities to benefit from the computer. • Helping the student with mental development that leads to building a mind capable of creativity and innovation through writing programs and using various applications.

9. Teaching and learning strategies

The strategy	The strategy is to explain the topics through discussion, ask questions, and rely on the brainstorming mechanism to present the lecture topic and identify its problems.

10. Course structure

the week	hours	Required learning outcomes	Name of the unit or topic	Learning method	Evaluation method
The first	1	knowledge And understand	Introduction to the Internet and networks	Explaining the topic, discussing and asking questions	Attendance and participation
The second	1	knowledge And understand	Definition of computer networks and their components	Explaining the topic, discussing and asking questions	Attendance and participation
The third	1	knowledge And understand	Types of computer networks	Explaining the topic, discussing and asking questions	Attendance and participation
The fourth	1	knowledge And understand	Protocol and connectivity	Explaining the topic, discussing and asking	Attendance and

			options	questions	participation
The fifth	1	knowledge And understand	Introduction to the Internet and its types	Explaining the topic, discussing and asking questions	Quiz
The sixth	1	knowledge And understand	Internet service provider and search engine	Explaining the topic, discussing and asking questions	Attendance and participation
The seventh	1	knowledge And understand	Identify the elements of a web page	Explaining the topic, discussing and asking questions	Attendance and participation
The eighth	1	knowledge And understand	Email address	Explaining the topic, discussing and asking questions	Attendance and participation
The ninth	1	knowledge And understand	Narrow your search	Explaining the topic, discussing and asking questions	Attendance and participation
The tenth	1	knowledge And understand	E-mail	Explaining the topic, discussing and asking questions	Quiz
The eleventh	1	knowledge And understand	Router and ways to adjust it	Explaining the topic, discussing and asking questions	Attendance and participation
The twelfth	1	knowledge And understand	Methods of wired connection of a personal computer to the Internet	Explaining the topic, discussing and asking questions	Attendance and participation
The thirteenth	1	knowledge And understand	Adjust settings in Windows	Explaining the topic, discussing and asking questions	Attendance and participation
The fourteenth	1	knowledge And understand	Windows 7 interface basics	Explaining the topic, discussing and asking questions	Attendance and participation
The fifteenth	1	knowledge And understand	Menu Start	Explaining the topic, discussing and asking questions	Quiz

11. Course evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc.

12. Learning and teaching resources

Required textbooks (methodology if found)	
Main references (sources)	
Recommended supporting books and references (scientific journals, reports….)	
Electronic references, Internet sites	

1. **Course name:**
The Computer

2. **Course code:**

3. **Semester/Year:**
Chapter II 2023-2024

4. **Date this description was prepared:**
14 / 2 / 2024

5. **Available forms of attendance:**
daily attendance

6. **Number of study hours (total)/number of units (total):**
15 hours

7. **Name of the course administrator (if more than one name is mentioned)**
Name: Haneen zaghir hasan   Email: haneen.zaghir.hasan@qu.edu.iq

8. **Course objectives**

Objectives of the study subject	•Introducing the student to the principles of computer science. •Training the student and developing his scientific abilities to benefit from the computer. • Helping the student with mental development that leads to building a mind capable of creativity and innovation through writing programs and using various applications.

9. **Teaching and learning strategies**

The strategy	The strategy is to explain the topics through discussion, ask questions, and rely on the brainstorming mechanism to present the lecture topic and identify its problems.

10. **Course structure**

the week	hours	Required learning outcomes	Name of the unit or topic	Learning method	Evaluation method
The first	1	knowledge And understand	Recycle bin	Explaining the topic, discussing and asking questions	Attendance and participation
The second	1	knowledge And understand	The mouse	Explaining the topic, discussing and asking questions	Attendance and participation
The third	1	knowledge And understand	Preview windows	Explaining the topic, discussing and asking questions	Attendance and participation
The fourth	1	knowledge And understand	PC	Explaining the topic, discussing and asking questions	Attendance and participation

The fifth	1	knowledge And understand	Display settings	Explaining the topic, discussing and asking questions	Quiz
The sixth	1	knowledge And understand	Change desktop icons	Explaining the topic, discussing and asking questions	Attendance and participation
The seventh	1	knowledge And understand	Create files and folders	Explaining the topic, discussing and asking questions	Attendance and participation
The eighth	1	knowledge And understand	Clone and copy files	Explaining the topic, discussing and asking questions	Attendance and participation
The ninth	1	knowledge And understand	Create shortcuts	Explaining the topic, discussing and asking questions	Attendance and participation
The tenth	1	knowledge And understand	Cutting Tool	Explaining the topic, discussing and asking questions	Quiz
The eleventh	1	knowledge And understand	Uninstall a program And search options	Explaining the topic, discussing and asking questions	Attendance and participation
The twelfth	1	knowledge And understand	Excel 2019, its components, benefits, and uses	Explaining the topic, discussing and asking questions	Attendance and participation
The thirteenth	1	knowledge And understand	Workbooks and files	Explaining the topic, discussing and asking questions	Attendance and participation
The fourteenth	1	knowledge And understand	Worksheet	Explaining the topic, discussing and asking questions	Attendance and participation
The fifteenth	1	knowledge And understand	Toolbars	Explaining the topic, discussing and asking questions	Quiz

11. Course evaluation

Distribution of the grade out of 100 according to the tasks assigned to the student, such as daily preparation, daily, oral, monthly, written exams, reports, etc.

12. Learning and teaching resources

Required textbooks (methodology if found)	
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Recommended supporting books and references (scientific journals, reports….)	
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