# COSC 1301 Syllabus

<table>
<thead>
<tr>
<th>Course Number:</th>
<th>COSC 1301</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Title:</td>
<td>Computers in Society</td>
</tr>
</tbody>
</table>

**Course Description:**
Introduction to the social and professional issues that arise in the context of computing including E-Commerce and other online financial transactions, physical computer security, malware, online data security, data privacy, ethics, intellectual property rights, ergonomics, emerging technologies, and the societal implications of cyberspace. Students in this course will become proficient in the use of common productivity applications such as Microsoft Office 2007. No prior computer experience is required.

**Pre-requisites:** None

**Credits:** 3


*SAMS Office 2007 CD set – Version 1.3*

Additional materials including class handouts, lecture material on ethics, viruses, business quality control, & business expectations will be provided

**Languages Used:** Not applicable

**Topics:**
1. Introduction to Computers and Technology
2. Microsoft Office - Word
3. Hardware and Software Basics
4. Cyberspace; Access, Societal Implications
5. Microsoft Office - Excel
6. Computer Security Issues
7. Privacy Issues
8. Ethics and Intellectual Property Rights
9. Microsoft Office - PowerPoint
11. Societal Implications of Emerging Technology
12. Microsoft Office - Access
13. Elective Topics

**Evaluation Methods**

<table>
<thead>
<tr>
<th>1. Examination/Quiz</th>
<th>2. Homework</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Semester Project</td>
<td>4. Presentation</td>
</tr>
<tr>
<td>5. Class Participation</td>
<td></td>
</tr>
</tbody>
</table>
**Course Objectives**: By the end of this course students are expected to:

1. Define and use components of personal computers. [1,2,6]
2. Be able to purchase, install, and maintain a personal computer. [1,2,4,6]
3. Be able to navigate and work with the XP Operating System. [1,2]
4. Be able to prepare a variety of documents using appropriate formatting. [1 - 6]
5. Identify significant continuing trends in the history of the computing field. [1,3,4,6]
6. Interpret the social context of a particular implementation. [1 - 6]
7. Describe ways in which computing modes of interaction between people. [1,2,3,4]
8. Discuss free expression in cyberspace. [1 - 6]
9. Be able to create worksheets for data analysis. [1,2,3,5,6]
10. Identify ethical issues that arise in computing. [1 – 6]
11. Develop a relational database with tables, queries, forms, reports. [1,2,5,6]
12. Design slide shows and professional presentations individually and as a group. [1,2,3,5,6]
13. Describe current computer-based threats to privacy. [1 - 6]
14. Describe trends in privacy protection as exemplified in technology. [1 - 6]
15. Integrate Microsoft Office applications. [1,2,5,6]
16. Demonstrate knowledge of ethics and intellectual property rights [1,4,6]
17. Describe current issues in computing health, access, green computing and ergonomics [1,4,6]
18. Demonstrate an overall knowledge of material covered in this course. [1 - 6]
19. Express knowledge of lecture material that exceeds the textbook material. [1 - 6]
20. Present projects in class using professional techniques and explanations. [1 - 6]

**Relationship to Program Outcomes:**
This course supports the following Computer Information Systems Program Outcomes, which state that our students at the time of graduation are expected to:

1. Be prepared to contribute immediately as information systems workers. [1-20]
2. Be able to design and implement information systems that satisfy user requirements. [1-4, 6 – 15, 18 - 20]
3. Demonstrate effective written, visual, and oral communication skills. [1-20]
4. Understand the global context in which computer information systems are practiced including:
   a. Contemporary issues related to business and technology
   b. The impact of computers on society
   c. The role of ethics in the information systems profession.[5,6,8,10,13,14,16-20]
5. Be able to contribute effectively as members of systems development teams. [1-20]
6. Recognize the need to pursue continued learning throughout their professional careers.[1-20]

*Numbers in brackets refer to course objective(s) that address the Program Outcome.*

Prepared By: Gigi N. Delk  
Date: 10/10/07  
Revised: