



University of Management and Technology

School of Commerce and Accountancy

Quaid e Azam Campus

Course Outline

Course Title: Introduction to Computer System	
(IS 228)	
Program	ADP(CS)
Credits Hours	3
Duration	15 Weeks / 30 Sessions
Prerequisites	
Resource Person	
Contact/Email	

Course Description:

This course provides students with fundamental concepts of information technology in a business environment and builds a foundation of digital literacy skills necessary for success in a technologically driven society. A number of skills will be provided including the knowledge about latest software, hardware and storage media. Students will develop word processing, spreadsheet, database, desktop publishing, presentation software, and website design skills. Throughout the course, there is an emphasis on digital literacy, effective electronic research and communication skills, and current issues related to the impact of information and communication technology. Students will also be equipped with sophisticated academic writing skills including the standards used by Harvard system.

Learning Objectives:

The learning objectives of this course, along with Course Goals, are outlined under the three Intended Learning Outcomes (ILO) of knowledge, skills and attitudes.

1. Effectively communicate information to individuals with diverse backgrounds. Understand and apply the professional & technical requirements of written communication.
2. Discuss the importance of working cooperatively with others. Work with others in professional manners.
3. Identify and operate appropriate computer software for analysis and presentation.

Teaching-Learning Methodology:

Note: Select methodologies as per nature of the course.

- Lectures
- Recommended Text/Supplementary Texts
- Handouts
- Case Studies
- Any other Teaching Tool.....

Recommended Text Book:

- 1. Introduction to Computers Latest Edition
By: Peter Norton

Supplementary Text Books:

- 1. Introduction to Computers Latest Edition
By: Daniel I. A. Cohen

Assessment & Evaluation:

Note: Please Specify the Weightage you want to assign to assignments and Final Project/ Project presentation/Presentation.

Quizzes	15%	
Assignments	}	
Final Project		20%
Project Presentation/Presentations		
Mid Term	25%	
End Term Exam	<u>40%</u>	
Total:	100	

SEHEDULE OF ACTIVITIES

Note: Please fill the tasks/activities column according to your course plan

Week	Contents/Topics to be Taught	Tasks/Activities
1	Introduction to Computers Computer Applications	Course Outline Distribution
2	Programming languages Computer Systems and its Components	
3	Computer Hardware and Software	Quiz 1
4	Processing Data Storing Data	Assignment 1
5	Binary Numbers and Logic Operations	
6	Operating Systems	Assignment 2
7	Operating Systems	Quiz 2
8	MID TERM EXAMINATION	
9	Database Management System	
10	Computer Networks Intro to the Internet Internet services	
11	Network Topologies OSI Model	Quiz 3
12	Protecting Your Privacy	
13	MS Word	Quiz 4
14	MS Power Point	
15	MS Excel	Assignment 4 Presentations (if any)
16	END TERM EXAMINATION	