



# Syllabus



## Syllabus

### CIT-112: Computer Information Technology

## Course Description

This course provides students with an overview of Computer Information Systems, its history, current computer technology, and future trends. There will be a lot of discussion on a variety of interesting topics. It also concentrates on the basic structure of microcomputer, its hardware, and software.

Credit Hours: 3

Prerequisite Courses: None

## Course Outcomes

Upon successful completion of this course, students should be able to:

1. Describe digital devices and their impact on business.
2. Explore future directions in computer information technology.
3. Identify recent improvements in architecture for computer hardware equipment and networks.
4. Compare and contrast contemporary software applications.
5. Explain the impacts of social media on business and personal users.
6. Construct discussion points on security and threats to information technology.
7. Apply ethics to business situations using a biblical perspective.

## Course Topics

- Digital age
- Digital devices
- Internet
- Wi-Fi

- Networks
- Web search engines
- Social media
- Software licensing
- Globalization
- Security threats
- Action against security threat

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## Course Resources

Parsons, J. J. (2018). *New perspectives on computer concepts 2018: Comprehensive* (20th edition). Cengage Learning, Inc.

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## IWU Diversity Statement

IWU, in covenant with God's reconciling work and in accordance with the Biblical principles of our historic Wesleyan tradition, commits to build a community that reflects Kingdom diversity.

We will foster an intentional environment for living, teaching, and learning, which exhibits honor, respect, and dignity. Acknowledging visible or invisible differences, our community authentically values each member's earthly and eternal worth. We refute ignorance and isolation and embrace deliberate and courageous engagement that exhibits Christ's commandment to love all humankind. (2016)

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## Grading Scale

Grade	Quality Points Per Credit	Percentage	Score
<b>A</b>	4.0	95%–100%	950–1,000
<b>A-</b>	3.7	92%–94.9%	920–949
<b>B+</b>	3.3	89%–91.9%	890–919
<b>B</b>	3.0	85%–88.9%	850–889
<b>B-</b>	2.7	82%–84.9%	820–849
<b>C+</b>	2.3	79%–81.9%	790–819

<b>C</b>	2.0	75%–78.9%	750–789
<b>C-</b>	1.7	72%–74.9%	720–749
<b>D+</b>	1.3	69%–71.9%	690–719
<b>D</b>	1.0	65%–68.9%	650–689
<b>F</b>	0.0	0%–64.9%	0–649

**Note:** In graduate level courses, a grade of C- or below will require the course to be repeated.

## Grading Policies

Your grading policy for your course is dependent on your school and program. Your grading policies can be found in the [IWU Catalog](#).

## Letter Grade Equivalencies

Grade	Quality Points Per Credit
<b>A</b>	Clearly stands out as excellent performance. Has unusually sharp insights into material and initiates thoughtful questions. Sees many sides of an issue. Articulates well and writes logically and clearly. Integrates ideas previously learned from this and other disciplines. Anticipates next steps in progression of ideas. Example "A" work should be of such nature that it could be put on reserve for all cohort members to review and emulate. The "A" cohort member is, in fact, an example for others to follow.
<b>B</b>	Demonstrates a solid comprehension of the subject matter and always accomplishes all course requirements. Serves as an active participant and listener. Communicates orally and in writing at an acceptable level for the degree program. Work shows intuition and creativity. Example "B" work indicates good quality of performance and is given in recognition for solid work; a "B" should be considered a good grade and awarded to those who submit assignments of quality less than the exemplary work described above.
	Quality and quantity of work in and out of class is average. Has marginal comprehension, communication skills, or

<b>C</b>	Has marginal comprehension, communication skills, or initiative. Requirements of the assignments are addressed at least minimally.
<b>D</b>	Quality and quantity of work is below average. Has minimal comprehension, communication skills, or initiative. Requirements of the assignments are addressed at below acceptable levels.
<b>F</b>	Quality and quantity of work is unacceptable and does not qualify the student to progress to a more advanced level of work.

**Note:** In graduate level courses, a grade of C- or below will require the course to be repeated.

## Workshop Outlines

### Workshop One Outcomes

Upon successful completion of this workshop, students will be able to:

- Describe significant ways in which digital technology impacts the global society.
- Describe digital devices, their internal process, and usage.
- Explain the popular usage of digital devices.
- Explain and identify central parts of any digital device, a computer, and computer hardware components.
- Determine which important aspect of digital technology will have the most significant impact on your IT career.
- Discuss the digital age and digital devices in a digital age.
- List several digital devices you use to support your daily work and life, and explain how those digital devices have changed your work and life.
- Explain the major components in your digital devices and their functions.
- Explain and identify new digital devices and computer hardware components.

### Workshop One Outline

Title	Due Dates
<b>1.1 Exercise: Reading Modules 1 and 2</b>	Due by the end of the workshop.
<b>1.2 Discussion: Career Goals</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>1.3 Discussion: Digital Age</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.

	of the workshop.
<b>1.4 Discussion: Your Own Digital Devices</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>1.5 Assignment: Digital Age and Digital Device</b>	Due by the end of the workshop.
<b>1.6 Quiz: Workshop One Practice Test</b>	Due by the end of the workshop.
<b>1.7 Quiz: Workshop One Test</b>	Due by the end of the workshop.

\*These times are only estimates. Actual completion times will vary.

## Workshop Two Outcomes

Upon successful completion of this workshop, students will be able to:

- Describe the basics of a network and communication.
- Describe the internet.
- Explain how the internet is connected and communicated.
- Explain access to the internet.
- Explain the local area network (LAN) and a number of ways to access the LAN.
- Explain how to share files via the network.
- Explain the importance of the internet and internet access in our daily work and lives as well as the risks caused by little control of the internet.
- List a number of examples of Wi-Fi around you.
- Explain how to access the internet through different Wi-Fi methods of access.
- Recognize possible issues brought by Wi-Fi technology.
- Become aware of network technology and the internet as well as how the internet plays important roles in our daily work and lives.
- Describe how to use the LAN and particularly Wi-Fi to access the internet.

## Workshop Two Outline

Title	Due Dates
<b>2.1 Exercise: Reading Module 3</b>	Due by the end of the workshop.
<b>2.2 Discussion: The Internet</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>2.3 Discussion: Wi-Fi</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.

<b>2.4 Assignment: Networks</b>	Due by the end of the workshop.
<b>2.5 Quiz: Workshop Two Practice Test</b>	Due by the end of the workshop.
<b>2.6 Quiz: Workshop Two Test</b>	Due by the end of the workshop.

\*These times are only estimates. Actual completion times will vary.

## Workshop Three Outcomes

Upon successful completion of this workshop, students will be able to:

- Explain the web and its evolution.
- Understand the basics of the web, HTML, http, and browser.
- Describe search engines and how to use search engines.
- Investigate webpage hosting services, and develop a webpage.
- Describe popular social media and the usage of social media.
- Give examples of using social media as well as its values and issues.
- Discuss important aspects of web and search engine technology.
- Discuss important issues and risks of using social media.
- Explain and identify social media websites.
- Discuss pros and cons of social media and how we can positively use social media.
- Become aware that we are in a digital age and our personal information, such as our financial data and browsing history, is no longer protected.
- Choose the necessary protection measures to prevent any intrusion from the internet.
- Explain and identify any necessary measures and steps to protect your own privacy.

## Workshop Three Outline

Title	Due Dates
<b>3.1 Exercise: Reading Modules 4 and 5</b>	Due by the end of the workshop.
<b>3.2 Discussion: The Web and Search Engines</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>3.3 Discussion: Social Media</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>3.4 Assignment: Web and Social Media</b>	Due by the end of the workshop.

<b>3.5 Assignment: Critical Thinking</b>	Due by the end of the workshop.
<b>3.6 Quiz: Workshop Three Practice Test</b>	Due by the end of the workshop.
<b>3.7 Quiz: Workshop Three Test</b>	Due by the end of the workshop.

\*These times are only estimates. Actual completion times will vary.

## Workshop Four Outcomes

Upon successful completion of this workshop, students will be able to:

- Explain categories of computer software and how to select and obtain software for computer systems for certain purposes and usage.
- Identify the basics of the computer system software, such as operating systems, and software upgrades.
- Describe the basics of computer application software, such as mobile applications.
- Explain the basics of computer productivity software such as Microsoft Office suite.
- Describe the file management systems.
- Describe open source software, freeware, demoware, and shareware.
- Understand the importance of software copyright and license and describe software licenses.
- Become aware of several types of software that are playing important roles in improving productivity and the quality of our lives.
- Explain and identify proper software at a reasonable cost for system control, better productivity, or a special application.
- Discuss important steps to select proper software.
- Discuss the importance of a software copyright and how to protect a software copyright.

## Workshop Four Outline

Title	Due Dates
<b>4.1 Exercise: Reading Module 6</b>	Due by the end of the workshop.
<b>4.2 Discussion: Software Decision</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>4.3 Discussion: Software Copyright and License</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.

	of the workshop.
<b>4.4 Assignment: Software</b>	Due by the end of the workshop.
<b>4.5 Assignment: Globalization</b>	Due by the end of the workshop.
<b>4.6 Quiz: Workshop Four Practice Test</b>	Due by the end of the workshop.
<b>4.7 Quiz: Workshop Four Test</b>	Due by the end of the workshop.

\*These times are only estimates. Actual completion times will vary.

## Workshop Five Outcomes

Upon successful completion of this workshop, students will be able to:

- Explain the risks of computer systems and how these vulnerabilities can bring in many new security related issues and even disasters to computer systems.
- Understand the threats to computers, like a virus, worm, and malware.
- Understand the security issues relation to online access.
- Understand the importance of social engineering and related security issues.
- Discuss importance of identifying threats to computer systems.
- Discuss proper steps to protect your computer systems and applications from these threats.
- Discuss threats and related security issues, and find out solutions to prevent these threats from happening.
- Become aware of threats to digital devices and computer systems.

## Workshop Five Outline

Title	Due Dates
<b>5.1 Exercise: Reading Module 7</b>	Due by the end of the workshop.
<b>5.2 Discussion: Threats to Computers</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>5.3 Discussion: Actions Against the Threats</b>	Post your initial response by the end of the workshop and your two responses by the end of the workshop.
<b>5.4 Assignment: Social Engineering</b>	Due by the end of the workshop.
<b>5.5 Quiz: Workshop Five Practice Test</b>	Due by the end of the workshop.



<b>5.6 Quiz: Workshop Five Test</b>	Due by the end of the workshop.
<b>5.7 Quiz: Final Exam</b>	Due by the end of the workshop.
<b>5.8 End of Course Survey</b>	Due at the end of the workshop.

\*These times are only estimates. Actual completion times will vary.

## Outline Totals

Total Time	Total Points
<b>102.5 hours*</b>	<b>1,000</b>

\* These timings are based on estimations of average times to complete each activity. Actual activity completion times will vary.

## Course Development Resources

Comer, D. E. (2007). *The internet book: Everything you need to know about computer networking and how the internet works.* (4th ed.). Pearson Education.

Morrison, C., Wells, D., & Ruffolo, L. (2015). *Computer literacy basics: A comprehensive guide to IC3.* (5th ed.). Cengage Learning.

Parsons, J.J. & Oja, D. (2012). *New perspectives on computer concepts, 2012: Introductory.* Course Technology, Cengage Learning.

White, R. (2008). *How computers work.* (9th ed.). Que Publishing.

## Alternative Assignment Policy

Students with a documented disability may request accommodations for an alternative assignment(s) for course activities (Examples: video assignments, etc.). It is the student's responsibility to submit the form received from the Disability Services Office indicating his/her specific accommodation to the instructor prior to the start of each course.

Reflect in ePortfolio

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Activity Details

Completion Summary

Task: View this topic