

## Subject Syllabus: COMP 100

<b>Subject Title</b>	:	Introduction to Information Technology	
<b>Code</b>	:	COMP100	
<b>Level</b>	:	1	
<b>Credit Value</b>	:	3.00	
<b>Type</b>	:	Elective	
<b>Offering Department</b>	:	Department of Computing	
<b>Offering Semester</b>	:	1	
<b>Pre-requisite(s)</b>	:	Nil	
<b>Co-requisite(s)</b>	:	Nil	
<b>Exclusion(s)</b>	:	Nil	
<b>Medium of Instruction</b>	:	English	
<b>Contact Hours</b>			
Lecture	:	14 hours	
Laboratory	:	42 hours	
Total	:	56 hours	
<b>Objectives</b>			
<p>This subject provides students with the basic concepts of information technology and computing, as well as knowledge and practice on deploying and controlling common information technology applications. This subject is suitable for all students as a first subject in information technology, whether they intend to continue to study information technology or not. Students who intend to study information technology-related programmes are strongly recommended to take both COMP100 and COMP111.</p>			
<b>Learning Outcomes</b>			
<p>On successful completion of this subject, students are expected to be able to: 1. understand how a computer works; 2. understand the potentials of information technologies in business and industry; 3. use popular operating systems to carry out sequence of tasks; 4. appreciate the power of programmed computer operation; 5. understand the current trends in the development of popular information technologies such as the Internet and related tools; 6. appreciate IT-related intellectual property issues and their protection.</p>			
<b>Teaching and Learning Approach</b>			
<p>The course material will be delivered as a combination of mass lectures and small group supervised laboratory sessions. Students will get familiarized with common operating systems and environment, internet and multimedia tools. They will also attempt simple script, shell programs etc and appreciate exercising automatic control over the computer and applications.</p>			
<b>Assessment Method</b>			
Coursework	:	100%	
<p><b>Assessment scheme:</b>  Assessment (See Teacher's communication for explanation on class participation and punctuation and group project):</p> <ul style="list-style-type: none"> <li>• 3 online quizzes(Quiz1: 8%, Quiz2: 10%, Quiz3, 7%, total 25%)</li> <li>• homework/lab assignments(45 %)</li> <li>• <u>group project</u>(30 %)</li> </ul>			

**Keyword Syllabus**

1. Introduction to Computer Systems Major components of computer systems: central processing units, storage devices and media, inputs / outputs; working principle of computers; contemporary types of CPU, memory, input / output devices currently in use. 2. System Software Functions and operations of system software; basic features and commands of MS Windows and Unix / Linux; script language and task control. 3. Communication, Multimedia and the Internet Communication and networking; Internet resources and tools; multimedia information creation and application. 4. IT Applications Introduce typical applications of information technologies such as office automation, knowledge management, education, entertainment, digital edutainment, manufacturing, geo-informatics, bio-informatics, etc. 5. Inside IT Applications Role of programming in IT applications, e.g. shell programs, macros in Excel, robotic control, concept of algorithm and programming, debugging. 6. IT Intellectual Property Security, privacy and ethics with software; copyright and patent law; trade secrets and registered design.

**Others:**

[Teaching plan](#) (draft and may be updated from time to time)

[Teaching's communication](#)

[Rules and Regulations](#)

**Text books**

1. Shelly, G.B., Cashman, T.J. and Vermaat, M., *Discovering Computers 2006*, A Gateway to Information. Thomson Course Technology, 2005.
2. Shelly, G.B., Cashman, T.J. and Vermaat, M., *Office 2003 Introductory Concepts and Techniques (Course One)*, Thomson Course Technology, 2004.
3. Shelly, G.B., Cashman, T.J. and Vermaat, M., *Office 2003 Advanced Concepts and Techniques (Course Two)*, Thomson Course Technology, 2004.

**Reference Materials**

Anne Winkel, Bonie Hart, Monic Behrend and Bev Kokkinn, ["Report Writing Style Guide"](#), University of South Australia, 4th Edition, 2002