**INTRODUCTION TO COMPUTER CREDIT HOURS 3+0**

**LEARNING OUTCOMES:**

**Students will develop:**

1. The ability to solve problems in the discipline by using computing skills
2. The ability to analyze data statistically, and carefully interpret results of experiments after drawing valid reasonable conclusions.
3. The ability to search the relevant literature and to produce a discipline specific technical document.
4. The ability to give an effective presentation using different software.

**COURSECONTENTS:**

* Introduction to Computer and Windows.
* Word processing (Microsoft Word).
* Spread Sheets (Microsoft Excel) and other related software packages (at least two).
* Internet access and different data bases available on the Internet.

**RECOMMENDED BOOKS:**

1. Parsons, J.J., 2016. New Perspectives on Computer Concepts Introductory 18thEdition. Cengage learning 20 Channel Centre Street Boston, MA 02210, USA.
2. [Randal E. Bryant](https://www.google.com/search?biw=1366&bih=673&tbm=bks&tbm=bks&q=inauthor:%22Randal+E.+Bryant%22&sa=X&ved=0ahUKEwis2tu-tc_KAhVSj44KHTvJCYQQ9AgIKjAC),R.E. and O' Hallaron, D.R., 2015. Computer systems: A Programmer’s Perspective. Pearson Education Press.
3. Mayword, A., 2016. Microsoft Office 2016: Tips and Tricks