

Course: INFORMATICS	Course type: Seminar	Credits: 1	Course ID: KTAK102
Course responsible:	Programme type: full time	Hours/Semester 20	Assessment: Mid-semester checking
Course objectives: Acquiring basic knowledge of Information Technology about Hardware, Operating Systems, Text Processing, Spreadsheet Computing, Presentation Making			
Competencies to be improved: minimum 3 kategóriához, összesen minimum 5 db kompetencia kell Knowledge: T1, T6 Ability: K4, K5 Attitude: A3, A4, A6 Autonomy and responsibility: F1, F4			
Compulsory literature: Joan Lambert Steve Lambert: Windows 10 Step by Step. Microsoft Press, Redmond, 2015. https://ptgmedia.pearsoncmg.com/images/9780735697959/samplepages/9780735697959.pdf Joyce Cox, Joan Preppernau: MS Office Word 2007 Step by Step. Microsoft Press, Redmond, 2007. https://ptgmedia.pearsoncmg.com/images/9780735623026/samplepages/9780735623026.pdf Curtis D. Fry: MS Office Excel 2007 Step by Step. Microsoft Press, Redmond, 2007. https://ptgmedia.pearsoncmg.com/images/9780735623040/samplepages/9780735623040.pdf Joyce Cox, Joan Preppernau: MS Office Powerpoint 2007 Step by Step. Microsoft Press, Redmond, 2007. https://ptgmedia.pearsoncmg.com/images/9780735623019/samplepages/9780735623019.pdf			
Recommended literature: David A. Patterson, John L. Hennessey: Computer Organization and Design: The Hardware/Software Interface. Risc-V Edition. Elsevier, Cambridge, 2018. http://home.ustc.edu.cn/~louwenqi/reference_books_tools/Computer%20Organization%20and%20Design%20RISC-V%20edition.pdf Peer L. Dordal: An Introduction to Computer Networks. Loyola University, Chicago, 2019. http://intronetworks.cs.luc.edu/current/ComputerNetworks.pdf			
Course content: Basic information technological concepts and skills necessitated by further subjects. Elements of hardware. Functions and application of operating systems. Electronic communication. Using the Internet. Preparation of electronic documents. Text processing. Spreadsheet computing. Making presentations.			
Course requirements: Attendance of classes, keeping up with lectures			
Grading scale: >80 %: excellent, 79-70 %: good, 69-60 %: satisfactory , 59-50 % pass			
Course Programme: WJLF ENVIRONMENTAL SCIENCE	Semester: 2019_2020_1	Lecturer: Dr. István Kun lecturer	