

MODULE: INFORMATION TECHNOLOGY

CODE: BAAF-1-1-09
Stage: I
Number of Credits: 4 semester credits / 6 quarter units
Theme: Information Systems
Assessment Weighting: 60% Coursework
40% Examination

INTRODUCTION

This module aims to ensure that students appreciate the central role of information in the business environment. It aims to give them a thorough understanding of technology such that they are able to identify appropriate applications and make informed decisions. Students will be introduced to the PC environment, giving them the confidence and ability to manipulate software packages.

SYLLABUS

Theory

Information Technology, The basic concepts
Evolution of computers
Types of Computers
Components of a computer
Data, Information & Knowledge
Modern Computer Systems

Hardware

Input, Output
Units of Data Storage
RAM, ROM
Performance Characteristics
Storage, Memory Devices

Software

Operating Systems
Application Software
Systems Development

Data Communication

Information Networks
Topology
Telecommunications Devices
The Internet
Services on the Internet
E-mail
E-Commerce

Information Technology & The Business Environment

Office Systems
Office Automation
Financial Applications

Accounting Systems
Databases
Management Information Systems
Industrial Systems
Data Processing

Software Applications Word-processing

Editing, layout, presentation
Spreadsheets
Use of formulae, data manipulation,
Graphical representation of data, sensitivity analysis

Databases

File creation, file linking, file updating and interrogation
Operating Systems
Data Protection
Computer Viruses

E-Application Development

Web Site Development
Introduction to Web page development
Layout & Performance