Course Name	Information Technology					
Course Information	**Course Code**	**Course No.**	**Course Level**	**Credit Hours**	**Weekly contact hours**	**Prerequisite(s)**
	2413	301	Preparatory Year	1	4	-
Course Track	☐University Requirement ☒College Requirement ☐Specialized Core ☐Electives					

Course Description:

Information Technology (2413-301) course introduces students to fundamentals of computers and its components including the two major elements of a computer system namely hardware and software. Apart from this, the course introduces concepts of Internet and practical usage, ethical aspects of computer usage and computer/information security and privacy. Moreover, the students are acquainted with productivity tools such as word processing programs, presentation software, and spreadsheet software. They learn the required skills to use computers and to create view and modify general office documents (project reports, documents, memos, letters, spreadsheets, presentations, databases, etc.). Regardless of their major, all students will be using some of these applications extensively during their college level studies. The computer course is lab-based, and the learning is blended, combining traditional face-to-face classrooms and individual online study. These courses contribute to the preparatory year program learning outcomes. Learners also have to involve in a project work in IT related topics (Robotics, Software development, Mobile Programming, Computer Hardware & Networks) which improves their ability to learn independently and cultivate research thoughts. Students are also guided to deliver class seminars on latest technology and trends IT field which improves their self-confidence, presentation skills, and self-learning ability.

Course Outcomes:

- Identify basic terms of information technology related with computer hardware, software, security and ethics in the academic settings.
- Use a computer operating system and Internet to carry out tasks suitable for the academic requirements.
- Create a text document with formatting and styles suitable for the academic purpose.
- Create a spreadsheet with calculations and formatted styles suitable for the academic purpose.
- Create a multimedia presentation that is interactive and legible for the academic purpose.
- Show continual desire to develop independence and responsibility for implementing plans for given IT course targets and tasks.

Assessment Policy	Assignment	20%	Quiz	10%	Lab	---%	Project	10 %
	Midterm	20%	**Final**	40%	**Others**	70%		

Textbook	Information Technology by MKCL Arabia Limited
References	Web Content https://pyera.mkcl.org