Course Syllabus

Code - Course Title	**BİL151 - Fundamentals of Information Technology**
Course Type	I. SEMESTER
Laboratory + Practice	2+2
ECTS	**5.0**
Language of Instruction	Türkçe
Course Type	Required Courses

Mode of Delivery	The mode of delivery of this course is Face to face
Prerequisites	There is no prerequisite or co-requisite for this course.
Courses Recomended	There is no recommended optional programme component for this course.
Work Placement	N/A

Course Syllabus

Weeks	Learning Outcomes	Topics	Teaching Methods
Week - 1		Information technologies, basic concepts, information processing, living in information society.	
Week - 2		Computer Organizations, computer hardware, input-output, memories, other computer devices.	
Week - 3		Computer Software,Components of software, computer programming, operating systems.	
Week - 4		Operating systems and types, basic functions of OS, using OS	
Week - 5		Common components of office software, running and terminating software, menus, toolbars, shortcuts, applications, help menus	
Week - 6		Word processors, basic concepts, feature, using word processing	
Week - 7		Spreadsheets and their functions, basic concepts, using spreadsheets.	
Week - 8		Presentation software, visual literacy, using presantation software.	
Week - 9		Photo-editing and drawing softwares, kinds of picture and drawings	
Week - 10		Database, basic concepts, specifications of DBMS, using database.	
Week - 11		Networks, basic concepts and definitions, components of computer networks and types.	
Week - 12		Infrastructure of Internet, communication between computers, basic concept of Internet, connecting to Internet	
Week - 13		Using Internet, basic concepts, WWW, browsers, FTP, search engine, e-mail, and other concepts.	
Week - 14		Ways of problem solving with computers, algorithm and flow charts diagrams, systems analysis and design information systems	

Learning Outcomes

#	Learning Outcome
1	How to operate the office programs

Sustainable Development Goals

No content has been provided.

Course Theme

No content has been provided.

AKTS Workload

Activity	Duration (Hour)	Count	Workload
Teorik Derse Katılım	0	0	0
Sınıf Dışı Çalışma (Ön Hazırlık & Pekiştirme Amaçlı)	0	0	0
Ödevler	0	0	0
Proje - Rapor - Sunum Hazırlama	0	0	0
Ara Sınav Hazırlığı (sınav süresi dahil)	0	0	0
Final Sınavı Hazırlığı (sınav süresi dahil)	0	0	0
Uygulama (Laboratuvar, Müzik/Enstrüman Uygulaması, Atölye/Saha Çalışması vb.)	0	0	0
Staj Uygulaması	0	0	0
		Calculated ECTS	**0**

Assessment Method and Passing Requirements

No content has been provided.

Assessment Method and Passing Requirements	Quamtity	Percentage (%)
1.Midterm Exam	1	20
Final Exam	1	60
2.Midterm Exam	1	20
	Sum (%)	**100**