

# COSI 190 : Computer Fluency

This course exposes the learners to selected important computer and digital technology concepts and skills necessary to succeed professionally and in life. Upon completion of the course, learners will have had opportunities to explore topics included range from computer literacy basics to today's popular technologies, to the information systems commonly used by businesses and organizations. Various computer applications – including operating systems, file managers, Internet browsers and search engines, email and other network applications, word processing, spreadsheet, database and presentation software. In addition, learners will gain knowledge and experience in the application of IT methodologies in high-level problem-solving through self-learning computer projects.

**Credits** 3

## **Prerequisites**

(LIBR 150 may be taken concurrently).

## **Prerequisite Courses**

LIBR 150

## **Course Outcomes**

After successfully completing the course, the learner will be able to:

- demonstrate an understanding of how computer-based information systems are used to support the goals of a business, organization, and the general public
- demonstrate an understanding of how digital technology, various general purpose and special purpose computers, and software are applied to provide services and solve problems
- demonstrate an understanding of how telecommunications, wired and wireless networks, and the Internet and Web, are used to provide people with anywhere, anytime access to communications and information, for a variety of environments and uses
- demonstrate an understanding of the impact of digital technologies on the lives of individuals, society, and the world including identified ethical and professional issues
- demonstrate an understanding of how digital technologies assist people in creating, using, and enjoying music and other audio, photography graphic artwork,, video, and games
- demonstrate functional understanding of two of the following: presentation software, digital photography, digital video or audio production, Web 2.0 and rich Internet applications, or Web publishing
- demonstrate knowledge and understanding of basic computer concepts such as computer software, hardware, architecture, and networking
- demonstrate skills related to email use
- use a current operating system to run applications and efficiently manage computer files
- use a current spreadsheet application to analyze numeric data, generate charts, and perform more advanced spreadsheet operations
- use a current word processing application to create a college-level research paper
- work in a group using digital technologies to solve a problem for a business or organization

## **Competency**

Technological Literacy