



EASTERN MEDITERRANEAN UNIVERSITY
SCHOOL OF COMPUTING AND TECHNOLOGY
DEPARTMENT OF INFORMATION TECHNOLOGY
COURSE POLICY SHEET



Course Code	ITEC107	Course Title	Introduction to Computing for Pharmacy
Semester	2018-2019 Spring	Language	English
Category	UC (University Core)	Level	First Year
Workload	180 Hours	Teaching Format	2 Hours Lecture, 2 Hours Laboratory
EMU Credit	(2,0,2) 3	ECTS Credit	
Prerequisite(s)	-	Course Web	http://staff.emu.edu.tr/ibrahimadeshola/en

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Course Description

The course presents the basic description of information technology concepts, basic computer system hardware and software components, common terminology in information technology, application areas, and integration of computer system components. The course also offers practical experiments, in order to understand the basic concepts of different applications programs such as Microsoft Office tools, ChemDraw, SPSS, relating pharmacy application programs and research techniques using Science Finder.

General Learning Outcomes

Goals of the course enable students to be able to:

- Interpret the components of a Computer System
- Identify Information Technology Concepts
- Identify importance of Computer Networks
- Identify Computer Crimes, Security and Computer Ethics
- Operate computers effectively
- Practice Microsoft Office Tools
- Learn Internet search tools using Science Finder
- Basic components of ChemDraw, SPSS and Pharmacy Application Softwares

Teaching Methodology / Classroom Procedures

The theoretical part of the course is covered within 2 hours/pw and class attendance is important and compulsory. Slide handouts are used for lecture notes. The practical aspect of the course is made-up of 2 hours/pw in order to provide the students with an experience of keyboarding, use of popular Microsoft Office tools such as Word, Excel and PowerPoint as well as pharmacy department related applications such as ChemDraw, Science Finder and SPSS. Attending both lecture and lab is important in order to follow the software applications and exercises. Each lab work has 2% weight on the overall mark. Lab work should be conducted and submitted to instructor at the relevant lab hour.

Course Materials / Main References

Text Book:

UNDERSTANDING COMPUTERS IN A CHANGING SOCIETY. 5th EDITION. ISBN: 978-1-133-19111-7

Lecture Notes:

All course materials are also available on the course website.

Weekly Schedule / Summary of Topics	
Week 1	Describing the course objective and introducing the course web site – Student Portal
Week 2	LECTURE1 – An Introduction to computers LAB1 – Student Portal, Microsoft Word 2010
Week 3	LECTURE2 – Hardware and Software LAB2 - Microsoft Word 2010
Week 4	LECTURE3 – Internet and World Wide Web LAB 3 - Microsoft Excel 2010
Week 5	LECTURE4 – Ethics and Intellectual Rights LAB 4 – Microsoft Excel 2010
Weeks 6	LECTURE5- Impact of Computers of Health and Environment LAB 5 – Microsoft PowerPoint 2010
Week 7	LECTURE6 – Pharmacy Management Systems LAB 6 – Microsoft PowerPoint 2010
Weeks 8-10	Midterm Examinations
Weeks 11	LECTURE7 – ChemDraw (Part1) LAB 7 – ChemDraw Application
Week 11	LECTURE8 - ChemDraw (Part2) LAB 8 - ChemDraw Application
Weeks 12	LECTURE9 – Science Finder LAB 9 – Science Finder Application
Weeks 13	LECTURE10 – SPSS (Part1) LAB 10 – SPSS Application
Weeks 14	LECTURE11 - SPSS (Part2) LAB 11 - SPSS Application
Weeks 15-18	Final Examinations

Requirements
<p>ATTENDANCE</p> <ul style="list-style-type: none"> ▪ Attendance is mandatory and less than 60% attendance may result in "NG" Grade <p>MAKE-UP EXAMINATION POLICY</p> <ul style="list-style-type: none"> ▪ Make-up Examination will be offered to those students who missed out Mid-term or Final Examination ▪ providing that:- <ul style="list-style-type: none"> ▪ a) Student has a genuine reason approved by the Instructor (i.e. A Medical Report submitted within 3 working days or other reasons within the prior knowledge and approval of the Instructor); ▪ b) Student has more than 60% Attendance record; ▪ Make-up Examination will cover entire Course content of the semester. ▪ Make-up Examination will be held immediately after the Final Examinations. Exam date, time and place will be officially announced by the department). ▪ No make-up Examination is offered for Class or Lab Quiz(s)

Evaluation and Grading	Attendance	Lab Work	Midterm Exam	Final Exam
Percentage	10 %	20 %	30 %	40 %