



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	2019-2020 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/sensevpayanilkan

Course Coordinator	Şensev Payan İLKAN	Office Hour:	Monday 14:30-15:30
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Instructor	Raygan KANSOY	Office Hour:	Wednesday 13:30-14:30
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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

All lecture and lab course materials will be shared through the course website:
<http://staff.emu.edu.tr/sensevpayanilkan>

Reference Book:**UNDERSTANDING COMPUTERS IN A CHANGING SOCIETY 5th EDITION****ISBN: 978-1-133-19111-7****Weekly Schedule / Summary of Topics**

1. Week (17-21 Feb)	Describing the course objective and introducing the course web site – Student Portal
2. Week (24-28 Feb)	LECTURE1 – An Introduction to computers LAB1 – Student Portal, Microsoft Word 2010
3. Week (2-6 Mar)	LECTURE2 – Hardware and Software LAB2 - Microsoft Word 2010
4.-6. Week (11-28 Mar)	BREAK BECAUSE OF COVID-19 PANDEMIC
7. Week (30-3 Apr)	LECTURE3 – Internet and World Wide Web LAB 3 - Microsoft Excel 2010
8. Week (6-10 Apr)	LECTURE4 – Ethics and Intellectual Rights LAB 4 – Microsoft Excel 2010
9. Week (13-17 Apr)	LECTURE5- Impact of Computers of Health and Environment LAB 5 – Microsoft PowerPoint 2010
10. Week (20-24 Apr)	LECTURE6 – Pharmacy Management Systems LAB 6 – Microsoft PowerPoint 2010
11. Week (27-1 May)	LECTURE7 – ChemDraw (Part1) LAB 7 – ChemDraw Application
12. Week (4-8 May)	LECTURE8 - ChemDraw (Part2) LAB 8 - ChemDraw Application
13. Week (11-15 May)	LECTURE9 – SPSS (Part1) LAB 9 – SPSS Application
14. Week (18-22 May)	LECTURE10 - SPSS (Part2) LAB 10 - SPSS Application
15. Week (25-29 May)	Ramadan Bayram – Review Week
16.-17. Week (1-13 June)	Accelerated Education for Application /Lab parts of Courses
18.-19. Week (15-30 June)	Final Examination Week

Requirements**MAKE-UP EXAMINATION POLICY**

- Make-up Examination will be offered to those students who missed out a quiz or Final Examination providing that:
 - 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);
- Quiz Make-up Examination will cover the quiz content only
- Final Make-up Examination will cover entire final exam content only
- Make-up Examination date, time and place will be announced on the course website **Announcements** page

Method of Assessment

Evaluation and Grading	Attendance	Lab Work	2 Online Quizes	Final Exam
Percentage	10 %	30 %	20 %	40 %