

SYLLABUS

SUBJECT

INFORMATION TECHNOLOGY

TEACHER

DR. PAWEŁ URBAN

COURSE DESCRIPTION

The following topics will be discussed:

1. Development of information technology in the world and in Poland after World War II (hardware, software, people).
2. Fundamentals of information technology. Computer systems and networks.
3. Text processing. Basic principles of typography. Development of mathematical texts and documents with complex structure.
4. Spreadsheets. Use of spreadsheets in mathematical problems solving.
5. Managerial and presentation graphics. Presentations on the Internet.
6. Services in computer networks.
7. Information technology in education. e-learning.
8. Information Society. Aspects of IT development.

ECTS

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LEARNING OUTCOMES

Student can consciously, independently and effectively use information and communication technology.

GRADING POLICY

Assessment (passed/failed) is based on a final written assignment (test).

TIMETABLE

The course is a part of the 1st year's winter semester.
It is conducted in English only in a form of consultations.

TEXTBOOK AND REQUIRED MATERIALS

- [1] EUROPEAN COMPUTER DRIVING LICENCE / INTERNATIONAL COMPUTER DRIVING LICENCE SYLLABUS VERSION 5.0,
http://www.ecdl.org/programmes/media/ECDL_ICDL_Syllabus_Version_5.1.pdf.
- [2] ECDL/ICDL. PROGRAMMES. SAMPLE TESTS,
<http://www.ecdl.org/programmes/index.jsp?p=119&n=2228>.

PREREQUISITES:

NONE.