



LONDON CAPITAL COMPUTER COLLEGE

Certificate in Information Systems (102) – Introduction to Computers

Prerequisites: None	Corequisites: GCSE qualification.
Aim: The course aim to give candidates an understanding of the technical background to the use of computers in today's world; addressing fundamental areas of computer hardware and software, information, communications, internet and technology concepts.	
Required Materials: Recommended Learning Resources.	Supplementary Materials: Lecture notes and tutor extra reading recommendations.
Special Requirements: None	
<p>Intended Learning Outcomes:</p> <p>1 Describe why computers are important in today's world. What exactly is a computer, and what are its main functions.</p> <p>2 Describe computer hardware parts.</p> <p>3 Define e-Commerce. What is an Internet Service Provider. Describe the various kinds of multimedia files found on the Web and the software needed to use them</p> <p>4 Define Application Software. Describe the difference between application software and system software</p> <p>5 Define System Software, including the Operating System, Utility Programs, and File Management</p>	<p>Assessment Criteria:</p> <p>1.1 Define the difference between data and information</p> <p>1.2 Define bits and bytes, and how are they measured</p> <p>1.3 Explore what hardware a computer use to perform its functions</p> <p>1.4 Analyse the two main types of software found in a computer</p> <p>1.5 Identify the different kinds of computers available</p> <p>2.1 Analyse devices that make up a computer</p> <p>2.2 Explain the components inside the computer computer system</p> <p>3.1 Define e-commerce</p> <p>3.2 Define online annoyances like spam, cookies, adware, spyware, malware, phishing, and Internet hoaxes</p> <p>3.3 Define a Web browser</p> <p>3.4 Explore a URL, and what are its parts</p> <p>3.5 Identify how data travels on the Internet</p> <p>3.6 Demonstrate the options for connecting to the Internet</p> <p>4.1 Define the different kinds of multimedia software</p> <p>4.2 Define the different types of entertainment software</p> <p>4.3 Analyse the different types of drawing software</p> <p>4.4 Explore software used in small and large businesses</p> <p>4.5 Illustrate how to install, uninstall, and open software</p> <p>5.1 Analyse software included in system software</p> <p>5.2 Identify different kinds of operating systems available</p> <p>5.3 Identify the most common desktop operating systems</p> <p>5.4 Elaborate how the operating system</p>




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	<p>provides a means for users to interact with the computer</p> <p>5.5 Explain how the operating system help manage the processor</p> <p>5.6 Illustrate how the operating system manages memory and storage</p> <p>5.7 Explore how the operating system manages hardware and peripheral devices</p> <p>5.8 Demonstrate how the operating system interacts with application software</p> <p>5.9 Explain how the operating system helps the computer start up</p> <p>5.10 Define the main desktop and window features</p> <p>5.11 Define utility programs</p>
6 Describe the operations of computer hardware.	<p>6.1 Analyse what the CPU does, and how a user can evaluate its performance</p> <p>6.2 Identify how memory works in a computer</p> <p>6.3 Explain the computer's main storage devices</p> <p>6.4 Analyse the components that affect the output of video on the computer</p> <p>6.5 Identify the components that affect computer's sound quality</p> <p>6.6 Identify the ports available on desktop computers</p> <p>6.7 Identify how to ensure the reliability on a system</p>
7 Define Networking. Describe network security. Illustrate why wireless networks more vulnerable than wired networks, and what special precautions are required to ensure my wireless network is secure	<p>7.1 Define a network, and what are the advantages of setting up one</p> <p>7.2 Identify the differences between a client/server network and a peer-to-peer network</p> <p>7.3 Explain the main components of a network</p> <p>7.4 Analyse a wired Ethernet network, and how is it created</p> <p>7.5 Analyse wireless Ethernet networks, and how are they created</p> <p>7.6 Explain how hackers attack a network, and what harm can they cause</p> <p>7.7 Analyse a firewall, and how does it keep computers safe from hackers</p>
8 Define mobile computing.	<p>8.1 Identify the various mobile computing devices</p> <p>8.2 Define the advantages and limitations of mobile computing.</p>
9 Describe health and safety issues using IT.	<p>9.1 Identify cyber-crime motives and profiles</p> <p>9.2 Analyse the impacts of an attack</p> <p>9.3 Explore the various types of attacks</p> <p>9.4 Analyse the procedures of protecting corporate/network assets</p> <p>9.5 Analyse the general rules for communicating effectively and professionally over the internet</p>

**Recommended Learning Resources:
Introduction to Computers**

Text Books	<ul style="list-style-type: none">• Introduction to Computers and Information Systems: The Internet Edition. ISBN-10: 0130962538• Basic for Introductory Computing by Larry E. Long. ISBN-10: 0131706063• Computers by Larry Long, Nancy Long Larry E. Long ISBN-10: 0130962538
Study Manuals 	BCE produced study packs
CD ROM 	Power-point slides
Software 	None