CSC 340 - APPLICATION SOFTWARE FOR MICROCOMPUTERS

CREDIT HOURS: 3

PREREQUISITES: CSC 100 or 101 or 121 or nine hours of CSC or MGT 272.

GRADE REMINDER: Must have a grade of C or better in the prerequisite course.

CATALOG DESCRIPTION

Advanced utilization of spreadsheet software. Utilization of database software. Operating systems and disk management skills. May not be used to satisfy computer science requirements for a computer science or computer information systems major or a computer science minor.

PURPOSE OF COURSE

The purpose of the course is to increase the student’s competence in using microcomputer application software and to develop strategies which will enable the student to learn additional features and/or applications.

EDUCATIONAL OBJECTIVES

Upon successful completion of the course, students should be able to:

1. Demonstrate introductory microcomputer operating system skills.
2. Design and develop advanced electronic spreadsheets.
3. Design and develop relational database projects.
4. Demonstrate strategies which can be used to learn new and/or different computer applications.

CONTENT

Operating System and Application Development ........................................................................................................ 2
  Operating Systems\File Management
  Problem-solving techniques
  Data import and export

Spreadsheets .................................................................................................................................................................. 28
  Spreadsheet applications and design
  Problem-solving techniques
  Functions and formulas
  Advanced Financial Functions
  Database Operations
  3-D worksheet
  Data import and export
  Pivot Tables and Pivot Charts
  Shortcuts
Database Management Systems

- Database applications and design
- Tables, Queries, Forms, and Reports
- Problem-solving techniques
- Data import and export

Exam (plus final)

LIMITATIONS

To allow each student to have a computer to work with during exams, the class size is limited to the number of computers available in one of the microcomputer instruction classrooms.

EXAMINATIONS

A comprehensive final exam is required of all students.

REFERENCES
