**DESCRIPTION OF A STUDY COURSE – SYLLABUS**

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| **Title of a course** | **Computer Application Fundamentals** | | | | |
| **Study programme** | **Professional undergraduate study Telematics** | | | | |
| **Status of a course** | Obligatory | | | | |
| **Year of study** | 1 | **Semester** | W | **ECTS credits** | 4 |
| **Goals of a course** | | | | | |
| Acquire basic terminology and skills of information and communication technologies from software and hardware aspects. | | | | | |
| **Conditions for enrolling course** | | | | | |
| No conditions | | | | | |
| **Expected learning outcomes on a level of a course** | | | | | |
| 1. Describe the basic concepts of information and communication technology 2. Understand the functions and operation of computer components 3. Discuss possible ways to transfer data and connect devices 4. Propose a computer-communication architecture considering specific needs 5. Apply the basic functions and operations of databases and spreadsheets 6. Use an operating system, text editor, and cloud computing services | | | | | |
| **Content of a course** | | | | | |
| Information science. Information. Information society. Information technology. Computer. Software Communications. Organization and information. Notion of system. System theory. Information system. Development of data processing. Computer systems and their development. Selection of computer equipment. Mathematical and logical basics of computers. Data presentation and organization. Redundancy. Software support for computer work. Software selection. Computer networks. Multimedia. Information system security.  Practice: Windows, Word, Excel, Access, Power Point and Internet. | | | | | |