

Course Title	Introduction to Information and Communication Technology	
Course Code	ODLCOM1153	
Credit Value	3	
Status	Year 1/ Semester 1 /Compulsory	
Notional hours	Independent/Self-directed learning	On site (in class)/Virtual Lectures, Lab sessions, assessments, consultation and guidance
	130	20
Course Aim		
The aim of this course unit is to provide the knowledge of basic concepts of ICT together with its role and applications in today's knowledge-based society and business.		
Intended Learning Outcomes		
<ul style="list-style-type: none"> - define the term information communication technology - compare between data and information - describe the characteristics of information - describe information technology issues and ethical use of it in the current business world - discuss the evolution of computer system - identify the components of a computer system and its functions - explain the use of input and output (I/O) modules as part of a computer organization - describe the components of a data communications system, layered structure of a typical networked architecture and the limits of data communication - explain the data communication and telecommunication concepts, models, standards, and protocols in the context of installation, configuration, systems integration, and management of infrastructure technologies - discuss the basic networking principles and security measures to organize a local area network - describe different components and technologies of the world wide web as a platform - describe various web technology and application development issues and trends. - apply software applications for documentation, reporting, presentation, and analyses related to a business - apply the usage of business applications in different cloud platform 		
Course Content		
<p>Introduction to information technology: introduction and basic elements of information technology, use of IT in business, cyber ethics, threats, safeguarding computers and communications systems; Computer System: physical components and logical components of a computer system, external devices, I/O modules, I/O channels, and processors; Networking and communication: fundamental concepts of data communications- application, physical, data link and network/transport layer, principles of communication and connecting to the network, network services, Local Area Network (LAN) and wireless LAN, Wide Area Network (WAN) and Metropolitan Area Networks (MAN), internet standards and services, OSI model, data transmission media, IP addressing and configuration, introduction to network security; Internet and World Wide Web: internet fundamental, internet and web technologies, cloud computing, social media, e-commerce, and internet services; Applications for business: working on graphical user interface (GUI) environment of a computer system, create and managing different types of files, organizing folders, typing in unicode font for local language, working with applications for business documentation, reports, and presentation, working with spreadsheet applications for business calculations and analyses; Cloud applications for business and organizational environment: working with cloud applications for</p>		

documentation, spreadsheet analysis, presentation, forms, calendar and meeting, and website design, create, manage and share files in the cloud.	
Teaching and Learning Methods/Activities	Self-instructional printed/ non printed course materials, audio-visual aids for self-learning, Self-learning assignments, On site (in class) lectures, lab sessions, consultation and guidance, audio and video conferencing for virtual lectures, online learning management systems for teaching learning and assessments, Google Drive and similar collaborative tools, mobile devices, as well as a growing list of social media tools for student engagement and self-learning activities
Assessment Strategy	<p>Formative Assessment (In-course): 50%</p> <ul style="list-style-type: none"> – Three assessments including two practical assessments – The assessment should take any forms such as practical, Classroom assignment, take-home assignment, group assignment, quiz, presentations. – Duration of the assessment might vary depending on the nature of the assessment. – Total marks obtained out of 50 will be added for calculating the final grade. <p>Summative Assessment: 50%</p> <ul style="list-style-type: none"> – The duration of the Examination is two hours – The question paper contains two parts: <ul style="list-style-type: none"> ○ Part I: It contains 25 MCQ questions for 25 Marks. ○ Part II: Students are expected to answer three questions out of five questions that may include several parts. Total marks for this part is 75.
<p>Recommended Readings:</p> <ul style="list-style-type: none"> • Rajamaran, V. (2018). <i>Introduction to information technology</i>. (3rd ed.). New Delhi, India: PHI Learning4. • Larry. L.P., & Bruse. S.D., (2021). <i>Computer networks: A systems approach</i>. (6th ed.). Morgan Kaufmann. • Arora, A. (2015). <i>Computer fundamentals and applications</i>. New Delhi, India: VIKAS Publishing. • Kabanda, G. (2019). <i>Trends in information technology for management</i>. Munich, Germany: GRIN Verlag. 	