朝陽科技大學 093學年度第1學期教學大綱
Basic Computer Theory and Application 基礎電腦理論與應用

當期課號	1870	Course Number	1870
授課教師	林大鈞	Instructor	LIN,DA CHUN
中文課名	基礎電腦理論與應用	Course Name	Basic Computer Theory and Application
開課單位	幼兒保育系(四日)一B	Department	
修習別	必修	Required/Elective	Required
學分數	2	Credits	2
課程目標	本課程主要介紹電腦系統的發展、理論，電腦硬體、軟體，資料、資訊概論，除此之外，特別著重應用軟體之使用及操作，如網際網路應用與實務、文書處理應用與實務。	Objectives	The major concern of this course is the introduction to computer system. It includes the concepts of computer hardware and software. Also, the information thory and information management are included in this cousrse. Besides, the lab of the application software is attenuated. For example, the word processing software and internet application are practical in the lab.
教材	1.突破Microsoft Office PowerPoint 2003（附光碟片），數位城技術中心編著、台北市：知城數位科技，2002（民91） 2.補充講義	Teaching Materials	
成績評量方式	1.出缺席與作業30% 2.期中考30% 3.期末考40%	Grading	1. Class attendance and assignments: 30% 2. Midterm exam: 30% 3. Final exam: 40%
教師網頁	_		
教學內容	本課程係以實用的電腦應用軟體爲主要教學內容，旨在培養學生未來就學、就業所需的電腦操作技能和使用電腦來解決問題的能力。本學期的課程包括電腦基本操作與認識、網路應用（含電子郵件）、Microsoft Word、Microsoft PowerPoint。	Syllabus	The main content of this course is base on useful computer applications. The purpose is to help students learning computer skills for higher academic career or employment and gaining abilities of solving problems by using computers. The curriculum of this semester including basic skills and knowledge of computer, Internet (E-mail included), Microsoft Word, and Microsoft PowerPoint.

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