朝陽科技大學 098學年度第1學期教學大綱
Software Application 資訊軟體應用

當期課號	2592	**Course Number**	2592
授課教師	黃雅鈴	**Instructor**	HUANG,YA LING
中文課名	資訊軟體應用	**Course Name**	Software Application
開課單位	老人服務事業管理系(四日)一A	**Department**	
修習別	必修	**Required/Elective**	Required
學分數	2	**Credits**	2
課程目標	資訊軟體運用能力乃爲求學與就業需具備的重要能力之一，藉由結合理論與實務的課程設計，希望讓學生具備資訊科技應用能力，並將此能力應用於未來學習與就業上。	**Objectives**	The ability of applying information software is important significantly. The course combined theory and application would like to lead students to enhance their skill of information software application, and then strengthen their competitive advantage.
教材	1. 丁老師（2008）。丙級電腦軟體應用。碁峰資訊。 2. 佳彥資訊（2009）。丙級電腦軟體應用學科題庫分類解析2009年。台科大。	**Teaching Materials**	1. Teacher Tin (2008). Level C technician for computer software application. GOTOP INFORMATION INC. 2. JinYuan Tech & Information Co., Ltd. (2009). 2009 database of level C technician for computer software application academic test. National Taiwan University of Science and Technology.
成績評量方式	作業 20% 期中考 30% 期末考 30% 出席 20% 註：成績評量將依學生上課表現進行調整。	**Grading**	Homework 20% Midterm Exam 30% Final Exam 30% Participation 20% Note: It will to modify with student's participation in class.
教師網頁			
教學內容	1.軟體應用丙級檢定重要性、就業應用、考試時程暨準備。 2.學科重點整理、考題解析。 3.學科實作練習、模擬測驗、評分說明。 4.術科重點及考題解析。 5.術科實作練習、評分講解。 6.模擬測驗、評分、講解。	**Syllabus**	1. The importance, test preparation of level C technician for computer software application. 2. Collation of focal points for academic test. 3. Exercises, sham examination and explain the score for academic test. 4. Collation of focal points for skill test. 5. Exercises and explain the score for skill test. 6. Sham examination.

尊重智慧財產權，請勿非法影印。