



AYDIN ADNAN MENDERES UNIVERSITY COURSE INFORMATION FORM

Course Title		Basic Information Technologies							
Course Code		ENF155		Course Level		First Cycle (Bachelor's Degree)			
ECTS Credit	4	Workload	100 (<i>Hours</i>)	Theory	3	Practice	0	Laboratory	0
Objectives of the Course		The aim of the course is to provide basic computer skills for university students.							
Course Content		The main components of the computer system: Processor, input-output units, storage and other peripherals; Operating systems: Ability to work effectively in the operating system, system customization and management, Introduction of utility softwares: Archiving programs, audio / video player programs, screen recording programs etc. Word processing programs: Text and page editing, working with tables, images and graphics, creating forms, letters and labels. Customizing menu and toolbars. Macros and advanced applications. Electronic spreadsheet programs: Electronic Spreadsheets, creating template with data such as figures, words, and dates, chart drawing, performing mathematical, logical and text based operations, macros, standard and user-defined functions. Data presentation programs: Creating and editing presentation. Inserting objects like sounds, images, movies etc. Animation and special effects. Computer and internet security. Computers and Ethics.							
Work Placement		N/A							
Planned Learning Activities and Teaching Methods				Explanation (Presentation), Demonstration, Project Based Study, Individual Study					
Name of Lecturer(s)		Ins. İlknur GANIZ, Res. Assist. Fatih EPIK							

Assessment Methods and Criteria

Method	Quantity	Percentage (%)
Midterm Examination	1	40
Final Examination	1	70

Recommended or Required Reading

1	Raymond, F.B., Ginsberg, L. and Gohagan, D. (1998). Information technologies, Routledge.
---	--

Week	Weekly Detailed Course Contents	
1	Theoretical	Introduction to information systems and computer
2	Theoretical	Bilgisayar Sistemini oluşturan parçalar (Donanım)
3	Theoretical	Windows Operating System
4	Theoretical	Windows Operating System
5	Theoretical	Word processor
6	Theoretical	Word processor
7	Practice	Word processor
8	Intermediate Exam	Midterm
9	Theoretical	Spreadsheet
10	Practice	Spreadsheet
11	Practice	Spreadsheet
12	Practice	Presentation software
13	Theoretical	Presentation software
14	Theoretical	Utility software (Compression, photo editor, pdf)
15	Theoretical	Computer security and ethics.
16	Final Exam	Final Exam

Workload Calculation

Activity	Quantity	Preparation	Duration	Total Workload
Lecture - Theory	14	1	3	56
Project	1	5	1	6
Studio Work	14	1	1	28
Midterm Examination	1	4	1	5



Final Examination	1	4	1	5
Total Workload (Hours)				100
[Total Workload (Hours) / 25*] = ECTS				4
*25 hour workload is accepted as 1 ECTS				

Learning Outcomes

1	Can define the basic components of the computer system (Processor, input-output units, storage and other peripherals).
2	Can work effectively with operating systems.
3	Can create texts in various formats in the word processing program.
4	Can make advanced applications with word processing programs.
5	Can make applications with "form control" in the electronic spreadsheet program.
6	Can work with macros in the electronic spreadsheet program.
7	Can make advanced applications with electronic spreadsheet programs.
8	Can make advanced applications with data presentation programs.

Programme Outcomes (Nutrition and Dietetics)

1	Assess, apply and evaluate the accuracy, reliability and validity of basic knowledge and evidence based current scientific developments on nutrition and dietetics.
2	Assess scientifically the energy and nutrients need of individuals and develop nutrition plans and programs for the clients according to the principles of adequate and balanced nutrition and assessment of energy and nutrient requirements
3	Develop food and nutrition plans and policies for the prevention and promotion of healthy lifestyle applying the methods of nutritional assessment for the population.
4	Assess the nutritional status of the patients, evaluate the clinical symptoms, plan and apply individualized medical nutrition therapy for the patients.
5	Evaluate the factors affecting the quality of food consumed by the individuals and populations from production to consumption and implement the legal standards and legislations on food safety and food security.
6	Consider, interpret and apply the basic scientific knowledge on nutrition and dietetics especially have skills on critical thinking, problem solving and decision making and use effectively the appropriate current technologies and computer, demonstrate skills in preparing research manuscripts, project proposals, collecting and verifying data and writing report.
7	Assess, evaluate and interpret the nutritional status of the individuals and population groups using current knowledge, develop preventive measures, apply medical nutrition therapy, demonstrate active participation, teamwork and contributions with national and international stakeholders in health and social areas, in terms of ethical principles.
8	Plan menus in the institutional food service systems depending on the energy and nutrient requirements of target groups in the scope of nutrition and dietetic principles, take care of food safety in all settings from purchase of food to service, apply appropriate service using technological developments.
9	Develop and use effective strategies for the education, counseling and encouragement of individuals and population groups to facilitate behavior change and choose healthy and safety foods, prepare and update the related educational materials.
10	Apply laboratory work on product development, food analysis and related factors effecting food quality and interpret the results and evaluate them according to the legal arrangements.
11	Plan, manage, evaluate, monitor and report researches and programs to educate and increase and improve the knowledge and awareness of individuals and population groups on healthy nutrition during all lifecycle period, and lead such activities, support and take role in the preparation and implementation of national and international food and nutrition plans and policies.
12	Work and perform duties in the scope of occupational responsibilities and ethical principles, understand the importance of lifelong learning, follow the latest developments (innovations) in science, technology and health, demonstrate professional attributes for the enhancement of nutrition and dietetics profession.
13	Use, apply, discuss and share scientific and evidence based knowledge in nutrition and dietetics practice with team and team members, develop and demonstrate effective skills using oral, print, visual methods in communicating and expressing thoughts and ideas, communicate with all stakeholders within ethical principles. Develop and demonstrate effective communications skills using oral, print, visual, electronic and mass media methods
14	Plan, apply, monitor and evaluate individualized medical nutrition therapy within interdisciplinary approaches, considering the sociocultural, economical status of patients in various age groups and also contribute to clinical researches.

Contribution of Learning Outcomes to Programme Outcomes 1:Very Low, 2:Low, 3:Medium, 4:High, 5:Very High

	L1	L2	L3	L4	L5	L6	L7	L8
P1	2	2	2	1	1	2	2	1
P2	1	2	2	1	1	2	2	1
P3	1	1	1	1	2	1	1	1
P4	2	3	1	2	2	1	1	2
P5	3	3	1	2	2	2	1	2
P6	2	3	2	1	3	2	2	1
P7	1	2	2	2	2	2	1	2



P8	2	1	1		2	1	2	2
P9	3	2	2	1	1	1	2	1
P10	2	1	2	2	2	1	1	2
P11	1	2	1	2	2	2	2	1
P12	2	1	2	1	1	2	1	2
P13	3	1	1	2	2	1	1	1
P14	1			2	1	2	1	2

