

Republic of Iraq
The Ministry of Higher
Education & Scientific
Research

**Al Kut University
College**



Department: Nursing
Class: 2nd Class

Instructor:

Assistant lecturer: Doaa Talib
Almosawi

2nd. Course Weekly Objective

Course Instructor	Assistant lecturer: Doaa Talib Almosawi				
E-mail	Doaa.almosawi@alkutcollege.edu.iq				
Title	Computer Skills				
Course Coordinator	Assistant lecturer: Doaa Talib Almosawi				
Course Objective	-Learn calculator skills and basic programs for writing in Microsoft Office				
Course Description					
Course Assessment	Term Tests	Clinical evaluation	Quizzes	Report	Final Examination: (60%)
	15 %	15 %	5%	5%	40% Theoretical & 20% Practical
General Notes	Theoretical (weekly 2 hrs.) (Lab 2 hrs.)				

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2nd. Course Weekly Outline

Week	Hrs.	Topics covered	Notes
1	(2) hrs.	- Introduction to Computer Skills - Functionalities of a computer - Computer Components - Hardware - Software.	
2	(2) hrs.	- Computer Units - Input Unit - Central Processing Unit - Primary Memory Unit - Secondary storage Unit - Output Unit	
3	(2) hrs.	- Input Devices - Central Processing Unit - CPU Components	
4	(2) hrs.	- CPU Components - ALU - Control Unit (CU) - Registers	
5	(2) hrs.	- Primary Memory - RAM - ROM	
6	(2) hrs.	- Secondary Memory - Hard Disk - Optical Disk - Flash memory	
7		First Month Exam	
8	(2) hrs.	- Output Unit - A monitor - Printer Printer types: - Laser Printer - Ink Jet Printer - Dot Matrix Printer	

9	(2) hrs.	- Software - System software - Application software	
10	(2) hrs.	- Computer Classification	
11	(2) hrs.	- Computer Viruses • Viruses: • E-mail viruses: • Trojan horses: • Worms:	
12	(2) hrs	- Introduction to Word	
13	(2) hrs	- word	Application in the lab
14	(2) hrs	- Microsoft PowerPoint 2010	
15		Second Exam.	

Instructor

Assistant lecturer: Doaa Talib Almosawi