

BOROUGH OF MANHATTAN COMMUNITY COLLEGE

City University of New York

Department of Computer Information Systems

Office S150/Phone: 212-220-1476

Title of Course: Computer Operations

CIS 235

Spring 2008

Credits: 4

Class hours: 2

Lab hours: 3

Course Description:

The CIS 235 Computer Operations student will achieve the skills necessary to list, to name and identify the components of current desktop and laptop computer, servers and basic network devices; will be able to explain the interrelationships between these components and to illustrate their individual and combined operation; will attain the competence to analyze the relative merits of alternative component configurations and choose between them after having analyzed system requirements; and will demonstrate the ability to compare different desktop computer and server configurations.

The Computer Operations student will be able to manipulate the Windows operating system, as well as DOS commands from the command prompt to modify and create batch files; to analyze and put into practice systems of filters and folders for electronic mail systems; and to plan and implement network based shared calendaring of appointments typical of current business environments.

The CIS 235 student will calculate fundamental logical operations and number systems; including OR, AND and exclusive OR; to convert between decimal, binary, octal, binary-coded decimal and hexadecimal numbers; to calculate and verify even and odd parity; and to recognize and interpret Hollerith, EBCDIC and ASCII codes.

The student demonstrate the ability to modify a desktop computer or server, including the installation of floppy disk, hard disk and CD-ROM drives, random access memory, video graphics adapter and NIC cards; and to design and implement a simple peer to peer network.

Prerequisites/Co-requisites: CSC 110

Student Learning Outcomes:

The CIS 235 Computer Operations student will attain the hardware and software skills necessary to describe, modify and compare desktop and laptop computers, servers and networks, and to interpret the alphanumeric coding systems and calculate in the number systems, which they employ.

Required Text & Readings

Textbook: New Inside the IBM PC/PS2
Author: Peter Norton
Publisher: SAMS, a subsidiary of McMillian/Prentice Hall
ISBN: 0-672-32289-7

Other Resources:

The following auxiliary texts are available at BMCC's Reserve Library:

Introduction to Computer Operations by Fuori, D'Arco, Orilia

Crash course in Microcomputers, Computer Basics Input/Output

Course work will include either two 5-minute speeches or a 20-page report on any piece of hardware. Periodicals like the PC Week, InfoWorld and Info Week should be used in your research. The paper should be written using a word processor.

Due date: **First classes after Spring Break. (April 19-April 27)**

Flash drives are recommended.

Use of Technology (if applicable):

Evaluation & Requirements of Students:

Grades: Lab/home work	5%
Midterm	45%
Term Paper	5%
<u>Final Exam.....</u>	<u>45%</u>
	100%

Outline of Topics:

	weeks		chapters			homework	
1	2	1	2	3	logical OR	logical AND	XOR
3	4	4	5	6	binary	binary addition	octal
5	6	7	8	9	BCD	hexadecimal	Hollerith
7	8	10	11	12	EBCDIC	ASCII	parity
9	10	13	14	15	PC	laboratory	introduction
11	12	16	17	18	floppy disk	hard disk	CD-ROM
13	14	19	20	21	RAM	VGA	NIC
15	appendix	A	and	B		peer-to-peer network	

College Attendance Policy:

At BMCC, the maximum number of absences is limited to one more hour than the number of hours a class meets in one week. For example, you may be enrolled in a three-hour class. In that class, you would be allowed 4 hours of absence (not 4 days). In the case of excessive absences, the instructor has the option to lower the grade or assign an F or WU grade.

Academic Adjustments for Students with Disabilities:

Students with disabilities who require reasonable accommodations or academic adjustments for this course must contact the Office of Services for Students with Disabilities. BMCC is committed to providing equal access to all programs and curricula to all students.

BMCC Policy on Plagiarism and Academic Integrity Statement:

Plagiarism is the presentation of someone else's ideas, words or artistic, scientific, or technical work as one's own creation. Using the idea or work of another is permissible only when the original author is identified. Paraphrasing and summarizing, as well as direct quotations, require citations to the original source. Plagiarism may be intentional or unintentional. Lack of dishonest intent does not necessarily absolve a student of responsibility for plagiarism.

Students who are unsure how and when to provide documentation are advised to consult with their instructors. The library has guides designed to help students to appropriately identify a cited work. The full policy can be found on BMCC's web side, www.bmcc.cuny.edu. For further information on integrity and behavior, please consult the college bulletin (also available online).