Introduction to Information Technology 2

MIYAZAKI   Makoto

1. Course Description

This is an introductory course in information technology. Students will enhance what they learned in "Introduction to Information Technology 1". Especially, they will improve their skills on collecting information, data analysis, report writing and presentation with information technologies through classwork assignments.

This class is related to DP2.

2. Course Objectives

This course aims at improving the student's use and understanding of information technology. Upon successful completion of this course, students will be able to use information technology effectively for:
- Communication with information technologies.
- Data analysis and simulation using spreadsheet software.
- Report writing using word-processing software.
- Information research and presentation.

3. Grading Policy

Students will be passed if they meet all the following conditions.
1.All required problems are accepted
2.Give presentations

Successful students will be evaluated based on the following rate: subjects 75%, presentation and presentation portfolio 10%, worksheet and pre-test 15%.

4. Textbook and Reference

Textbook
岡本敏雄監修　よくわかる情報リテラシー
ISBN978-4-7741-5394-0

　技術評論社

5. Requirements(Assignments)

Most of classes of this course are composed of flipped-leaning classes. Leaners have to leans by watching lecture videos befor each class.
Leaners require own PC for this class.
Learners must use 1.5 hours for these activities before each class.

6. Note

This class is a required subject of JABEE   program. This class is related to learning attainment target 2-2.

7. Schedule

[1]	Introduction
[2]	Construction of the website 1
[3]	Construction of the website 2
[4]	Construction of the website 3
[5]	Method of forming of the story Documentation using the style
[6]	Constitution method of the report
[7]	Making the report
[8]	Application of Excel 1
[9]	Analysis planning
[10]	Application of Excel 2
[11]	Application of Excel 3
[12]	Application of Excel (Free assignment)
[13]	Preparations for presentation
[14]	Presentation
[15]	Summary