Course Specifications of CIT3100

Course No.	Course Title	No. of Units			Pre-requisites
		Th.	Pr.	Credit	
CIT 3110	Computing and Information Technology	3	-	3	--

Course Objectives:

This course aims to provide the students with advanced skills to operate and make use of a personal computer in different environments such as in academia, in business, and at home. The course introduces the students to the main concepts and terminologies of information technology, Data Science, information security, and equipped them with the knowledge to administer one of widely/used operating systems. The course also aims to provide the students with the practical skills to utilize an office productivity package for different purposes. The course will prepare the students to new learning methodologies, namely distance learning and e/learning. The delivery of the course contents will be based on hands/on approach.

Course Description:

Computing and Information Technology Course provides information, knowledge and skills to students in order to improve their skills in computer. This course is created in line with the main objective of 2030 Vision to incubate of projects.

Main Textbook:

- Cambridge IGCSE, Computer Science, David Watson and Helen Williams
- Microsoft ® Office 365™: OFFICE 2016 (Introductory), Steven M. Freund, Corinne L. Hoisington, Mary Z. Last, Philip J. Pratt, Susan L. Sebok & Misty E. Vermaat, 2017, Cengage Learning (Shelly Cashman Series).