

## SYLLABUS

**DATE OF LAST REVIEW:** 02/2013

**CIP CODE:** 11.0901

**SEMESTER:** Departmental Syllabus

**COURSE TITLE:** Micro Computer Applications I (Assistive Technology)

**COURSE NUMBER:** CIST-0168

**CREDIT HOURS:** 1

**INSTRUCTOR:** Departmental Syllabus

**OFFICE LOCATION:** Departmental Syllabus

**OFFICE HOURS:** Departmental Syllabus

**TELEPHONE:** 913-334-1100

**EMAIL:** *KCKCC issued email accounts are the official means for electronically communicating with our students.*

**PREREQUISITE(S):** CIST-0101 Computer Concepts and Applications

**REQUIRED TEXT AND MATERIALS:** Please check with the KCKCC bookstore, <http://www.kckccbookstore.com/>, for the required texts for your particular class.

### **COURSE DESCRIPTION:**

This course explores assistive technology that can assist individuals with disabilities in fulfilling their educational and career goals. Students who take this course, can either focus on their own assistive technology needs or obtain an overview of assistive technology that can be used in their own career field. i.e. occupational therapy or education.

**METHOD OF INSTRUCTION:** A variety of instructional methods may be used depending on content area. These include but are not limited to: lecture, multimedia, cooperative/collaborative learning, labs and demonstrations, projects and presentations, speeches, debates, panels, conferencing, performances, and learning experiences outside the classroom. Methodology will be selected to best meet student needs.

### **COURSE OUTLINE:**

- I. Evaluation of assistive technology interests and/or needs
  - A. educational goals
  - B. access interests and/or needs
- II. Introduction to basic computer terminology
  - A. hardware and software
  - B. data storage units
  - C. file naming conventions
  - D. operating systems, application programs, and assistive technology
  - E. the network login process for the KCKCC campus
- III. Exploration of assistive technology options
  - A. resources on campus
  - B. resources off campus

- IV. Training on selected assistive technology with appropriate applications
  - A. the selected assistive technology
  - B. the related applications

**EXPECTED LEARNER OUTCOMES:**

- A. The student will be able to express assistive technology interests and/or needs.
- B. The student will be able to demonstrate an understanding of basic computer terminology.
- C. The student will be able to demonstrate a familiarity with available assistive technology.
- D. The student will be able to demonstrate a basic working knowledge of the selected assistive technology and related applications.

**COURSE COMPETENCIES:**

*The student will be able to express assistive technology interests and/or needs.*

- 1. The student will be able to express educational goals.
- 2. The student will be able to express access interests and/or needs.

*The student will be able to demonstrate an understanding of basic computer terminology.*

- 3. The student will be able to identify the difference between software and hardware.
- 4. The student will be able to demonstrate an understanding of data storage units.
- 5. The student will be able to demonstrate a knowledge of file naming conventions.
- 6. The student will be able to identify operating systems, application programs, and assistive technology programs and equipment.
- 7. The student will be able to demonstrate a knowledge of the network login process for the KCKCC campus.

*The student will be able to demonstrate a familiarity with available assistive technology.*

- 8. The student will be able to identify assistive technology resources available on the KCKCC campus.
- 9. The student will be able to identify some assistive technology resources available off campus.

*The student will be able to demonstrate a basic working knowledge of assistive technology and related applications.*

- 10. The student will be able to demonstrate a basic working knowledge of the Selected assistive technology.
- 11. The student will be able to demonstrate a basic working knowledge of the applications related to the selected assistive technology.

**ASSESSMENT OF LEARNER OUTCOMES:**

Assessment methods may include, but are not limited to, the following: Homework, Assignments, Quizzes, Class Participation, Chapter Tests, and Final Exam. The grading scale and the process for calculating the course grades are to be determined by the individual instructors. This information will be included in each instructor's syllabus.

**SPECIAL NOTES:**

This syllabus is subject to change at the discretion of the instructor. Material included is intended to provide an outline of the course and rules that the instructor will adhere to in evaluating the student's progress. However, this syllabus is not intended to be a legal contract. Questions regarding the syllabus are welcome any time.

Kansas City Kansas Community College is committed to an appreciation of diversity with respect for the differences among the diverse groups comprising our students, faculty, and staff that is free of bigotry and discrimination. Kansas City Kansas Community College is committed to providing a multicultural education and environment that reflects and respects diversity and that seeks to increase understanding.

Kansas City Kansas Community College offers equal educational opportunity to all students as well as serving as an equal opportunity employer for all personnel. Various laws, including Title IX of the Educational Amendments of 1972, require the college's policy on non-discrimination be administered without regard to race, color, age, sex, religion, national origin, physical handicap, or veteran status and that such policy be made known.

Kansas City Kansas Community College complies with the Americans with Disabilities Act. If you need accommodations due to a documented disability, please contact the Director of the Academic Resource Center at 913-288-7670.

All enrolled students at Kansas City Kansas Community College are subject to follow all rules, conditions, policies and procedures as described in both the Student Code of Conduct as well as the Student Handbook. All Students are expected to review both of these documents and to understand their responsibilities with regard to academic conduct and policies. The Student Code of Conduct and the Student Handbook can be found on the KCKCC website.