

Computer Information Department Course Outline

CISM 1303 OPERATING SYSTEMS WINDOWS (F, S)

Catalog Description

This course is a basic overview of the practical use and basic management of the Windows operating system. Covered topics include customization, storage management, application installation and removal, file manipulation, maintaining and optimizing the computer, and basic troubleshooting. Other topics such as using a scanner or digital camera with your computer may be covered. (Outside lab time will be required.)

Prerequisite

CISM 1003, or equivalent.

Credit Hours/Contact Hours/Load Hours

3/3/3

Target Audience/Transferability

This course is for students seeking training in programming languages, applicable to students seeking self-improvement or an AAS degree in Computer Information.

Student Learning Outcomes

Students completing this course will:

- Demonstrate knowledge of operating system concepts
- Correctly install and remove software
- Maintain, modify and demonstrate how to organize the file structure of Windows software
- Correctly diagnose and correct common operating system problems
- Design and implement strategies for backing up critical files on a personal computer
- Appreciate the ability of operating systems to aid personal computers in proper operation

Topics

- Customizing Windows
- Windows Filing System
- Shortcut Strategies
- Windows Web Technology
- Backing up Drives, Folders, and/or Files
- Optimizing the Computer
- Using Supplied Programs/Utilities
- Safeguarding the Computer
- DOS Sessions
- Installing/Removing Software
- Evaluating System Performance
- Troubleshooting the Computer
- The Windows Registry
- Monitoring System Performance

Forms of Assessment

Chapter quizzes, exams, and projects

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