

## **CI 1871 Computer Literacy and Problem Solving**

CI 1871 Computer Literacy and Problem Solving focuses on using computer applications to solve problems in social science and business settings. Students use advanced word processing techniques to create complex documents, spreadsheets to analyze data and present it graphically, and presentation software to communicate ideas. There are also two optional extra credit units on database creation, reports, and queries.

Students will gain experience identifying, defining, and solving problems by creating mathematical models that help make predictions to see how a situation will evolve over time. For example, in one Project students will use Excel to analyze and predict sales commissions.

Students will increase their technological knowledge base, especially in the area of data analysis, and will gain insights into how computers can be used to collect, analyze, display, and present data and information.

Students will use presentation software to communicate ideas, data, and charts from a variety of disciplines including business, economics, and social science. For example, in one Project students will create a presentation that includes text, tables, charts, audio, animation, and video to inform people about the benefits of computer-mediated instruction.

Students will learn how to create and modify documents that include text, tables, graphs, hyperlinks and video. For example, in one Project students will modify a thirty-page book chapter by including a Table of Contents, charts, cross references, mathematical equations, styles, and an index.

The skills, concepts, and knowledge students acquire in this course will help students to be effective citizens in that they will be better able to understand how they and others can use computers to help store and retrieve data, make decisions, predict future events, and communicate with others.