

01S1-TINF

INFORMATION TECHNOLOGY

ECTS: 2.0

HOURS PER SEMESTER/WEEK: LECTURES: -/-; CLASSES: 30/2

COURSE CONTENTS

LECTURES: -

CLASSES: Discuss on the WINDOWS operating system. Theoretical introduction to text editor - MS WORD. Practical exercises in Microsoft Word (document formatting, tables, serial correspondence). Theoretical introduction to MS Excel worksheet. Practical exercises (calculating formulas, functions, creating graphs and tables). Theoretical introduction to MS POWER POINT program. Practical exercises (preparing a poster in A0 format, presentation on a given topic, creating animations, presenting data on graphs).

EDUCATIONAL PURPOSE: Transfer of knowledge on the use of basic computer programs for support of various aspects of activity in the field of agriculture.

LEARNING OUTCOMES

Knowledge. The student demonstrates knowledge in the use of computer software, including for the preparation of statistical data to the extent relevant for widely understood agriculture.

Skills. Student applies information technology in acquiring and processing of agricultural information and presents developed materials using information technology tools.

Social competences. The student is aware of the need for continued education and self-improvement in information technology support in order to perform effectively in the profession.

TEACHING FORMS AND METHODS

Lectures. -

Classes. Practical exercises in the computer classes.

FORM AND CONDITIONS FOR VERIFICATION OF LEARNING OUTCOMES

Lectures. -

Classes. Credit with a grade: Word, Excel, Power Point.

BASIC LITERATURE

1) Jaronicki A. ABC MS Office 2016 PL, Helion, 2) Lambert J. Microsoft Word 2016, Promise, 3) Walkenbach J. Excel 2016 PL. Biblia, Helion, 4) Tomaszewska A. ABC Power Point 2016, Helion

ADDITIONAL LITERATURE

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THE TEACHER/S CONDUCTING THE CLASSES:

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