

MODULE DESCRIPTION FORM

نموذج وصف المادة الدراسية

Module Information			
معلومات المادة الدراسية			
Module Title	Computer 1 الحاسوب 1		Module Delivery
Module Type	Basic (B)		☒ Theory ☐ Lecture ☒ Lab ☐ Tutorial ☐ Practical ☐ Seminar
Module Code	UOM1031		
ECTS Credits	3		
SWL (hr./sem)	75		
Module Level	UGI	Semester of Delivery	1
Administering Department	Department of Communications and Intelligent Digital Systems Engineering	College	Engineering
Module Leader	Asst. Prof. Dr. Mohammad T. Yaseen	e-mail	mtyaseen@uomosul.edu.iq
Module Leader's Acad. Title	Asst. Prof.	Module Leader's Qualification	PhD
Module Tutor	Asst. Prof. Dr. Mohammed Younis Thnoon	e-mail	myounisth@uomosul.edu.iq
Peer Reviewer Name	Asst. Prof. Dr. Saad Ahmed Ayoub	e-mail	sa_ah_ay@uomosul.edu.iq
Scientific Committee Approval Date	1/1/2026	Version Number	1.0

Relation with other Modules			
العلاقة مع المواد الدراسية الأخرى			
Prerequisite module	None	Semester	
Co-requisites module	None	Semester	

Module Aims, Learning Outcomes and Indicative Contents أهداف المادة الدراسية ونتائج التعلم والمحتويات الإرشادية	
Module Aims أهداف المادة الدراسية	1. Provide Fundamental Computer Literacy: Equip students with essential skills to use computers for basic tasks, including hardware and software understanding. 2. Develop Practical Office Skills: Enable students to create documents, spreadsheets, and presentations using common software tools. 3. Foster Digital Communication and Research Skills: Teach effective use of the internet, email, and cloud-based tools for communication and collaboration. 4. Introduce Networking and Security Basics: Educate students on network types, components, and fundamental security practices. 5. Promote Problem-Solving and Troubleshooting: Develop skills to identify and resolve common hardware and software issues. 6. Introduce Artificial Intelligence (AI): Provide an overview of AI concepts, applications, ethical considerations, and its role in modern technology.
Module Learning Outcomes مخرجات التعلم للمادة الدراسية	1. Operate a computer system by using an operating system's graphical interface and performing basic file management. 2. Identify and describe the main hardware components of a computer and their functions. 3. Create and format professional documents, spreadsheets, and presentations using office productivity software. 4. Utilize the internet for effective research, communication via email, and collaboration using cloud-based services. 5. Explain basic networking concepts and identify common security threats and protection methods. 6. Apply basic troubleshooting techniques to diagnose and resolve common hardware and software problems. 7. Define Artificial Intelligence (AI), outline its key characteristics, and discuss its applications, ethical challenges, and impact on society.
Indicative Contents المحتويات الإرشادية	Part 1: Computer Fundamentals Introduction to Computers: Concepts of hardware, software, data, and information. Computer Components: CPU, memory (volatile and non-volatile), I/O units, storage, and ports.

	Operating Systems: Basics of common OS, Graphical User Interface (GUI), file and folder management. Part 2: Office Productivity Software Word Processing: Document creation, formatting, tables, styles, spell check, and templates. Spreadsheets: Worksheet creation, formatting, formulas, functions, sorting, filtering, pivot tables, and charts. Presentation Software: Creating slides, using templates, inserting text/images, transitions, animations, and delivery techniques. Part 3: Digital Literacy & Communication Internet and Web Browsers: Computer networks (LAN, WAN), web concepts, search engines, URLs, and domain names. Email and Collaboration: Using electronic mail, sending/receiving messages, and document collaboration. Cloud Computing: Concepts of cloud services and using tools like Google Workspace (Docs, Sheets, Drive, Meet). Part 4: Networking, Security & Troubleshooting Networking Basics: Types of networks, basic components, and network security threats. Computer Troubleshooting: Identifying and solving common hardware and software problems, using diagnostic tools. Part 5: Introduction to Artificial Intelligence (AI) AI Fundamentals: Definition, history, key characteristics, techniques, and approaches. AI Applications: Uses in smartphones (virtual assistants, adaptive learning), healthcare, education, finance, marketing, and robotics. AI, Ethics & Society: Ethical considerations, privacy, impact on jobs, future trends, and societal impact.
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Learning and Teaching Strategies استراتيجيات التعلم والتعليم	
Strategies	To ensure comprehensive student engagement and effective skill development, this computer course will employ a blended strategy combining theoretical instruction with extensive hands-on practical sessions. Teaching will utilize smart boards and presentation software to visually explain concepts, followed by guided laboratory exercises where students actively use computers to apply their knowledge in real-world tasks like document creation, spreadsheet analysis, and internet research. This practical approach is further reinforced by troubleshooting activities and explorations of emerging technologies like AI, fostering a problem-solving mindset and ensuring students achieve both digital literacy and a foundational understanding of key modern computing trends.

Student Workload (SWL)			
الحمل الدراسي للطالب محسوب لـ ١٥ اسبوعا			
Structured SWL (h/sem) الحمل الدراسي المنتظم للطالب خلال الفصل	48	Structured SWL (h/w) الحمل الدراسي المنتظم للطالب أسبوعيا	4
Unstructured SWL (h/sem) الحمل الدراسي غير المنتظم للطالب خلال الفصل	27	Unstructured SWL (h/w) الحمل الدراسي غير المنتظم للطالب أسبوعيا	1
Total SWL (h/sem) الحمل الدراسي الكلي للطالب خلال الفصل	75		

Module Evaluation					
تقييم المادة الدراسية					
		Time/Number	Weight (Marks)	Week Due	Relevant Learning Outcome
Formative assessment	Quizzes	2	5% (10)	4,8,12	LO #1, 5, 7
	Assignments	3	3% (9)	2 to 12	LO #1, 2, 4, 6 7
	Projects / Lab.	1	25% (12)	Continuous	All
	Report	1	4% (4)	Continuous	All
	Classwork	1	5% (5)	12	All
Summative assessment	Midterm Exam	2 hr.	10% (10)	8	LO # 1-7
	Final Exam	3hr	50% (50)	16	All
Total assessment			100% (100 Marks)		

Delivery Plan (Weekly Syllabus)

المنهاج الاسبوعي النظري

	Material Covered
Week 1	Introduction to Computer: Concepts of Hardware, Software, Data, and Information; Connecting I/O devices and peripherals.
Week 2	Computer Components: Computer portions, Hardware parts, I/O Units, and Memory Types.
Week 3	Computer Components (Cont.): Basic CPU Components, Computer Ports, and Personal Computer features/types.
Week 4	Operating System & GUI: OS basics; User Interface; Using Mouse techniques.
Week 5	Operating System & GUI (Cont.): Using Icons, Menus, Status Bars; Managing Folders/Directories; Creating Shortcuts.
Week 6	Word Processing: Word Processor basics; Creating, formatting text and paragraphs; Using Templates.
Week 7	Word Processing (Cont.): Creating and managing Tables; Using Styles, Spell Check, Headers, and Footers.
Week 8	Spreadsheet: Introduction to spreadsheets; Creating, formatting worksheets; Sorting, filtering data.
Week 9	Spreadsheet (Cont.): Using Formulas, Functions, Pivot Tables; Data validation and creating Charts.
Week 10	Presentation Software: Introduction to presentation tools; Creating slides with Templates, text, and images.
Week 11	Presentation Software (Cont.): Adding Transitions/Animations; Using Speaker Notes, Hyperlinks, and Action Buttons.
Week 12	Internet & Web Browsers: Computer Networks (LAN, WAN); Internet concepts and applications; Connecting online.
Week 13	Internet & Web Browsers (Cont.): World Wide Web; Web Browsing software; Search Engines; Understanding URLs & Domains.
Week 14	Communications and Emails: Basics of email; Getting an account; Sending, receiving, and managing emails.
Week 15	Cloud Computing & Services: Definition of Cloud Computing; Using Cloud-Based suites (Office 365, Google Workspace).
Week 16	Preparatory week before the final Exam

Learning and Teaching Resources

مصادر التعلم والتدريس

	Text	Available in the Library?
Required Texts	Numerical Analysis Using MATLAB® and Excel® Third Edition, Steven T. Karris.	No
Recommended Texts	2- ELEMENTARY MATHEMATICAL and COMPUTATIONAL TOOLS for ELECTRICAL and COMPUTER ENGINEERS USING MATLAB, Jamal T. Manassah City College of New York, 2011	No
Websites	References & Suggested Books 1. International Textbooks: - Brown, G., & Watson, D. (2020). <i>Cambridge IGCSE Information and Communication Technology</i> (3rd ed.). - Evans, A., Martin, K., & Poatsy, M. A. (2020). <i>Technology In Action Complete</i> (16th ed.). - Banafa, A. (2024). <i>Introduction to Artificial Intelligence (AI)</i> (1st ed.). - Frye, C., & Lambert, J. (2019). <i>Microsoft Office 2019 Step by Step</i> (1st ed.). 2. Arabic Textbooks: - الخضر، ع. (2016). <i>أساسيات الحاسوب</i> [Computer Fundamentals]. - عبدالنور، ع. (2005). <i>مدخل إلى عالم الذكاء الاصطناعي</i> [Introduction to the World of Artificial Intelligence].	

Grading Scheme

مخطط الدرجات

Group	Grade	التقدير	Marks (%)	Definition
Success Group (50 - 100)	A - Excellent	امتياز	90 - 100	Outstanding Performance
	B - Very Good	جيد جدا	80 - 89	Above average with some errors
	C - Good	جيد	70 - 79	Sound work with notable errors
	D - Satisfactory	متوسط	60 - 69	Fair but with major shortcomings
	E - Sufficient	مقبول	50 - 59	Work meets minimum criteria
Fail Group (0 - 49)	FX – Fail	راسب (قيد المعالجة)	(45-49)	More work required but credit awarded
	F – Fail	راسب	(0-44)	Considerable amount of work required

Note: Marks Decimal places above or below 0.5 will be rounded to the higher or lower full mark (for example a mark of 54.5 will be rounded to 55, whereas a mark of 54.4 will be rounded to 54. The University has a policy NOT to condone "near-pass fails" so the only adjustment to marks awarded by the original marker(s) will be the automatic rounding outlined above.