ICT and Information Companies I

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COURSE AIMS AND INTENDED LEARNING OUTCOMES

The course aims to teach students the basic notions of ICT and some of its main applications, in order to understand its evolution in contemporary society and to be aware and responsible users.

At the end of the course, students will be able to recognise the main components of an Information System and understand the social implications of using IT tools as well as the risks and security aspects of using digital tools and the Internet.

Students will also be able to use, at a basic level, the main individual IT tools: text manager, spreadsheet and presentation.

COURSE CONTENT

This course is divided into two parts:

Theoretical part:

Elements of computer science and application to social sciences. The course consists of frontal lectures held by the lecturer.

Practical part:

Aimed at acquiring computer skills. This takes place in the classroom with the aid of personal PCs; students will also use the self-learning mode through Blackboard.

Theoretical contents:

- Introduction to computer science: basic concepts

- Hardware, software and network infrastructures

- Digital convergence and the digitisation of society

- Ethical issues

- Outline of cybersecurity

Practical contents:

- Word processing systems (Word)

- Spreadsheets and multimedia word processing systems (Excel and PowerPoint)

***READING LIST[[1]](#footnote-1)***

The reference text for the theoretical part is:

- C. Frigerio - F. Maccaferri - F. Rajola, *“ICT e Società dell’Informazione”*, McGraw-Hill, 2019, 3rd edition. [*Bought from VP*](https://librerie.unicatt.it/scheda-libro/chiara-frigerio-federico-rajola-fabio-maccaferri/ict-e-societa-dellinformazione-9788838695674-674055.html)

TEACHING METHOD

For the *theoretical part*, students may download some of the support material used by the lecturer in lectures from Blackboard. Studying the material, however, does not replace the value of frequent lecture attendance and the study of the textbook according to the instructions in the reading list.

For the *practical part*, the materials are available on Blackboard in self-learning mode.

ASSESSMENT METHOD AND CRITERIA

A computer exam comprising multiple-choice questions and simulations to be carried out. The exam consists of 40 questions divided as follows:

* 24 questions related to the theoretical part;
* 16 questions related to the practical part.

The examination lasts 40 minutes overall and entitles the student to a certificate of competence.

Students who fail an exam will only be permitted to retake it in a subsequent exam session. Registration (compulsory) for the exam follows the ordinary exam calendar and must be done via the Internet from the iCatt student's personal page. Marks will be posted after the exam.

NOTES AND PREREQUISITES

**Should the current Covid-19 health emergency not allow face-to-face teaching, remote teaching will be guaranteed using methods that will be communicated in good time to students**.

Information on office hours available on the teacher's personal page at http://docenti.unicatt.it/.

1. The texts indicated in the reading list may be purchased at the University bookstores; they may also be bought from other outlets. [↑](#footnote-ref-1)