Course Title: IST102 Introduction to Information Technology

Course Leader: Trudy Gift, Steve Shank, Karen Yates

Expected Learning Outcomes for Course
- Compare, contrast and select appropriate technology to enhance personal and professional tasks
- Critically evaluate data through technology resources
- Process and communicate information through technology resources
- Evaluate and employ safe security computing practices

Assessment
(How do students demonstrate achievement of these outcomes?)
All IST instructors follow the same grading and content format.

Students are required to complete a Capstone project developed by IST faculties involving all the expected learning outcomes for the course. The project is then graded on a rubric, (developed by the IST faculty). This project was presented to adjunct IST102 faculty and the IST Advisory committee (who are working/teaching in the field) and received their approval as meeting the outcomes for this course.

There are three common on-line exams that all students are required to take. Students are responsible for determining their own grade. They are able to take the Chapter assessments at home with 3 retakes. The highest score is recorded for that chapter with the unit grade comprised of an average of all the chapter assessments. If they miss the deadline, they are permitted to submit it late only with the instructor's acceptance. They are responsible for adhering to a calendar.

Students must complete the Financial Literacy Tutorial to compliment their knowledge of financial responsibility. This assignment was developed by the HCC IST staff using a government website that offers financial literacy certification.

Projects are assigned by individual instructors. Projects may be completed in class or assigned as homework. The total number of projects assigned is one from each chapter.

Validation
(What methods are used to validate your assessment?)
The textbook we are using is approved courseware by Certiport for the IC3 (Internet and Computing Core certification) national certification exam for computer literacy. All exams questions can be mapped to a question or section on the IC3 exam.

Results
(What does the data show?)
In the past year (2008-9) there were 20 students that opted to take the IC3 certification rather than take the course. All 20 students passed the certification.

The past year the instructors tried to institute active learning where student would teach/work at their own pace. The results were dismal. The majority of students complained that the instructors were not teaching and they had to "read" the textbook or "figure it out on their own".

Follow-up

(How have you used the data to improve student learning?)
Windows 7 has been installed in all the labs.
Office 2010 will follow in the Summer of 2011.
Because the students were so disgruntled at the end of Fall 2010, the IST faculty started working on revamping the entire course.

Budget Justification

(What resources are necessary to improve student learning?)
New technology will be needed so it can be demonstrated in the classroom.
e-books need to be included in the textbook order.