



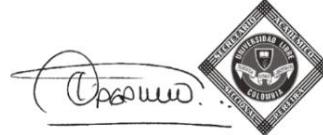
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UNDERGRADUATE PROGRAM IN ENVIRONMENTAL ENGINEERING



SUBJECT: ELECTIVE II (COMPUTER SCIENCE)

CODE: 12128

SEMESTER: THIRD

AREA: BASIC ENGINEERING SCIENCE

MODE THEORETICAL – PRACTICAL

PREREQUISITE COMPUTER SCIENCE FUNDAMENTALS

IHS 3

HTSI 6

NUMBER OF CREDITS 3

Learning and handling basic concepts of:

1. Components and devices of a PC.
2. Windows 98 Operating System.
3. Integrated office software package OFFICE 97.
4. Basic concepts for local networking and Internet browsing.

CONTENT



Basic computer concepts. Components of a PC.

- 2.- Windows 98 operating system
 - 3.- Computer networks.
- 3.1.- Use of local networks under Windows environment.





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3.2.- Internet.

3.2.1.- Navigation (Internet Explorer; Netscape)

3.2.2.- Email.

4.- Integrated package OFFICE 97.

4.1.- WORD 97 word processor.

4.2.- EXCEL 97 spreadsheet.

4.3.- POWER POINT 97 presentation editor.

4.4.- ACCESS 97 database.

5.- Other commonly used computer applications (Antivirus, Compressors,



LITERATURE

- R. Peña, ``Office 97 Professional. Complete Guide``, Inforbook`s, Barcelona 1997.
- A. Bernaus, J. Blanco, ``Windows 95 in depth``. DA Dowing, MA
- Covington, ``Dictionary of Computer and Internet Terms``.
- PJ. García Núñez, MP. Fernández, ``Office 97 Essentials Manual``.

