

Informatics

General Information

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<https://www.unibo.it/sitoweb/claudio.sartori/teachings>

Reference books

- ICDL PLUS Computer Essentials <https://www.amazon.com/ICDL-Computer-Essentials-Mario-Storchi-ebook/dp/B08RDZ6YCK>
- ICDL PLUS Online Essentials https://www.amazon.com/gp/product/B08RDWNDXT?ref_=dbs_p_pwh_rwt_anx_cl_1&storeType=ebooks
- W. John Braun and Duncan J. Murdoch, A First Course in Statistical Programming with R, Cambridge University Press, ISBN: 9781108995146 (2021)
 - <https://www.cambridge.org/highereducation/books/a-first-course-in-statistical-programming-with-r/OCEDD40A37D273025535A03F1156A2CF#overview>
 - Programming with the R language

Web sources

course unit page for
Informatics

<https://www.unibo.it/en/study/course-units-transferable-skills-moocs/course-unit-catalogue/course-unit/2025/529124>

<http://virtuale.unibo.it>

e-learning platform

<http://almaesami.unibo.it>

sign up for exams

60348 - Informatics - 10 cfu

Teacher's official page

<https://www.unibo.it/sitoweb/claudio.sartori/en>

Public repository of materials


<https://github.com/bladerun16/Informatics-Stats-and-Maths>

Virtuale: e-learning platform

- used for
 - exercises
 - includes a detailed description of the exam rules
- students must be enrolled in the course

Laboratory activity

- It is assisted by tutor Gloria Remoli (gloria.remoli@unibo.it), the teacher will not be present
- In order to pass the exam the attendance to most of the lab classes is



strongly advisable!

- In other words, the probability to pass the exam without having done a significant amount of lab work is very, very low

ICDL Plus Computer Essentials

Category	Skill set
Computers and devices	<ul style="list-style-type: none">•ICT•Hardware•Software and licensing•Start up, shut down
Desktop, icons, settings	<ul style="list-style-type: none">•Desktops and icons•Using windows•Tools and settings
Outputs	<ul style="list-style-type: none">•Working with text•Printing
File management	<ul style="list-style-type: none">•Introducing files and folders•Organising files and folders•Storage and compression
Networks	<ul style="list-style-type: none">•Network concepts•Network access
Security and wellbeing	<ul style="list-style-type: none">•Protecting data and devices•Malware•Health and green IT

ICDL Plus Online Essentials

Category	Skill set
Web browsing concepts	<ul style="list-style-type: none">•Key concepts•Security and safety
Web browsing	<ul style="list-style-type: none">•Using the web browser•Tools and settings•Bookmarks•Web outputs
Web-based information	<ul style="list-style-type: none">•Search•Critical evaluation•Copyright, data protection
Communication concepts	<ul style="list-style-type: none">•Online communities•Communication tools•E-mail concepts
Using e-mail	<ul style="list-style-type: none">•Sending e-mail•Receiving e-mail•Tools and settings•Organising emails•Using calendars•Introducing files and folders