CSC 1101::Introduction to Computer Studies

Lecture-Notes::Week-1

➢ *Vision of AIUB*

American International University-Bangladesh (AIUB) envisions promoting professionals and excellent leadership catering to the technological progress and development needs of the country.

➢ *Mission of AIUB*

American International University-Bangladesh (AIUB) is committed to provide quality and excellent computer-based academic programs responsive to the emerging challenges of the time. It is dedicated to nurture and produce competent world class professional imbued with strong sense of ethical values ready to face the competitive world of arts, business, science, social science and technology.

➢ *Goals of AIUB*

1. Sustain development and progress of the university.

2. Continue to upgrade educational services and facilities responsive of the demands for change and needs of the society.

3. Inculcate professional culture among management, faculty and personnel in the attainment of the institution's vision, mission and goals.

4. Enhance research consciousness in discovering new dimensions for curriculum development and enrichment.

5. Implement meaningful and relevant community outreach programs reflective of the available resources and expertise of the university.

6. Establish strong networking of programs, sharing of resources and expertise with local and international educational institutions and organizations.

7. Accelerate the participation of alumni, students and professionals in the implementation of educational programs and development of projects designed to expand and improve global academic standards

➢ *Rules and regulation*

➢ Entry Rules to the AIUB Campus Premise,

1. NO ID; NO ENTRY policy is strictly applicable for the Students of the university.

2. Students must wear and display their ID at all times inside the campus.

3. Student ID at the automated flap/ swing doors is only granted for VALID registered student of the current semester

4. Unregistered/ INVALID students or alumni carrying Student ID must use the entry in front of the Registrar's office and identify their current status at the validation kiosk. They will be directed to the respective concerned offices based on their current status.

5. Every individual regardless of student/ alumni, entering through the entry in front of Registrar's office must tap their ID at the validation kiosk

6. In case the ID of a valid registered student is not functional, they must be verified at the entry point in front of Registrar's office. After verification, they may proceed to the VUES Office to solve their ID problem as per university policy.

7. Visitors or Guardians are allowed to enter the campus only for valid and verified reasons. They must submit a valid Photo ID and collect official 'Visitor ID'. The 'Visitor ID' must be displayed at all times during their stay in the campus. Visitor ID Must be returned and deposited Photo ID must be collected at the end of the visit while leaving the campus premise.

8. Visitors of an Employee or Guardians willing to meet faculty members or officials, will be allowed to enter only if their visit is confirmed and agreed by the person they are willing to meet.

9. Gates marked 'No Entry' are strictly used for 'Exit only'; i.e. North Gate of Annex 1, Side gate near the automated flap doors between

Annex 2 and 3, collapsible gate between Annex 4 and 5, and Exit gate in front of Registrar office.

10.   Security personnel may use their master card to open the automated flap doors only for employees in case of malfunctioning ID.

11.   AIUB reserves all the rights to allow or disallow anyone from entering the premise.

➢ *<u>Class Attendance</u>*

Absence must not exceed 20% of the required number of classes held per semester in each subject. That means to be allowed for any term exam students must have 80% attendance.

But in any special case(i.e. medical or any other critical issue) if any student is not able to meet up this requirement then student can give an application to the head of the department with proper supportive documents. After that if the application gets approved than respective faculty will allow the student for further exam.

❖ *So, these are some rules on campus entry and about attendance. Gradually we will know about some other rules and regulation like, process of course adding/dropping, Exam permit policy, set-B exam rules and regulation and many more in our upcoming classes.*

❖ *CISCO IT Essential*

➢ *What is CISCO IT Essential?*

Cisco's IT Essentials: PC Hardware and Software curriculum introduces the skills needed to help meet growing demand for entry-level information and communication technology (ICT) professionals. It covers the fundamentals of PC technology, networking, and security, and also introduces advanced concepts.

Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. They will also be able to connect computers to the Internet and share resources in a networked environment.

In addition, PC Hardware and Software covers the following concepts:

- ✓ Laptops and portable devices
- ✓ Wireless connectivity
- ✓ Security
- ✓ Safety and environmental issues
- ✓ Communication skills

PC Hardware and Software will help students prepare for entry-level IT positions within various environments. It will also help students develop greater skills and confidence in working with desktop and laptop computers.

This course provides an excellent introduction to the IT industry and interactive exposure to personal computers, hardware, and operating systems. Students participate in hands-on activities and lab-based

learning to become familiar with various hardware and software components and discover best practices in maintenance and safety.

➢ *How the course is structured?*

Course is consisting of 14 chapters and all course materials are available on online. Students will become members of the Cisco Network Academy and will be able to access the material from www.netacad.com.

There are various kind of assessment in the course.

- Chapter Exam
- Checkpoint Exam
- Practice Exam and Course Feedback.
- Final Exam

➢ *Significance of the CISCO IT Essential Course*

Module covers the fundamentals of commuter hardware and software as well as advanced concepts such as,

- security
- Networking
- Wireless Connectivity and many more

So, students can have an excellent introduction to the IT industry and interactive exposure to personal computers, hardware and operating systems through all the module.

❖ *Email Account*

You should have a valid Email ID from any of the following-

- ✓ Gmail
- ✓ Outlook
- ✓ Yahoo

And the ID should meetup following requirements-

- ➕ Email ID should contain their academic name.

- ➕ Any ID with any irrelevancy will not be accepted.

And this ID will be used to open the account in netacad.com for CISCO IT Essential course.

References

i. https://www.aiub.edu/about/information

ii. https://www.aiub.edu/rules-of-entry-to-the-aiub-campus-premise

iii. https://www.gdli.edu.ng/Cisco-IT-Essentials.jsp

iv. https://www.cisco.com/c/dam/en_us/training-events/netacad/downloads/pdf/ITEssentialsDS.pdf

v. https://www.bredonschool.org/GCSE/Cisco-IT-Essentials