

Las Positas College  
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## Course Outline for CIS 65

### INTRO TO DESKTOP OPERATING SYS

Effective: Fall

#### I. CATALOG DESCRIPTION:

CIS 65 — INTRO TO DESKTOP OPERATING SYS — 2.00 units

Students in this class will gain an understanding of desktop operating systems including DOS, Windows, Unix, and Macintosh. The role of hardware, application software and the operating system and how it interacts with each will be explored. Students will install, configure, and update the operating system on a microcomputer system. Student who have completed or are enrolled in Computer Networking Technology 50 may not receive credit.

2.00 Units Lecture

#### **Strongly Recommended**

CIS 50 - Intro to Computing Info Tech

#### **Grading Methods:**

Letter or P/NP

#### **Discipline:**

	<b>MIN</b>
<b>Lecture Hours:</b>	36.00
<b>No Unit Value Lab</b>	18.00
<b>Total Hours:</b>	54.00

#### II. NUMBER OF TIMES COURSE MAY BE TAKEN FOR CREDIT: 1

#### III. PREREQUISITE AND/OR ADVISORY SKILLS:

**Before entering this course, it is strongly recommended that the student should be able to:**

A. CIS50

#### IV. MEASURABLE OBJECTIVES:

**Upon completion of this course, the student should be able to:**

- A. Identify the operating system's functions, structures, and major system files and to explain the function of each;
- B. Compare the features of various operating system;
- C. Identify basic concepts and procedures for creating, viewing, and managing files, and folders for different operating systems;
- D. Use and explain DOS command prompt functions (command syntax);
- E. Perform disk maintenance operations such as backup, restore, defragment, scan disk;
- F. Install/upgrade Windows Professional (9x, 2000, XP, etc.) operating system;
- G. Create boot disks;
- H. Recognize and interpret the meaning of common error messages/codes;
  - I. Describe and troubleshoot the bootup and start sequence
- J. Recognize common problems and determine how to resolve them;
- K. Identify concepts and capabilities relating to the Internet and basic procedures for setting up a system for Internet access
- L. Identify networking capabilities of an operating system and the procedures for connecting a workstation to a network.

#### V. CONTENT:

- A. Operating system theory
- B. Introduction to various operating systems including:
  - 1. DOS
  - 2. Windows 9x
  - 3. Windows Professional (2000, XP, etc.)
  - 4. Unix
  - 5. Macintosh
- C. Installation an operating system
- D. Configuring an operating system
  - 1. Configuring system settings
  - 2. Configuring hardware settings
  - 3. Configuring software setting
- E. Upgrading operating system software

- F. Managing storage space
  - 1. Partitioning disk
  - 2. Choosing a file system
  - 3. Disk compression
  - 4. Managing files and folders/directories
- G. Using and installing peripheral devices such as mice, scanners, printers, monitors, etc.
- H. Troubleshooting system errors
  - 1. Resolving hardware conflicts
  - 2. Controlling and troubleshooting the boot process
  - 3. Examining system files
- I. Networking and Internet connectivity
  - 1. Logging on to a network
  - 2. Workgroup/domain network environments
  - 3. Sharing resources
  - 4. Overview of Internet/Intranetworking

#### VI. METHODS OF INSTRUCTION:

- A. **Lecture** -
- B. **Demonstration** -
- C. Videos; reading assignments; tutorials
- D. Hands-on labs with step-by-step exercises
- E. **Discussion** -

#### VII. TYPICAL ASSIGNMENTS:

A. Use the following information to create a folder tree on your disk 1. You work on several large projects 2. The projects are usually referred to by the name of the company that you are doing the project for and the month and year that the project begins. 3. The first project that you need to create folders for is for a company named WellBank. The project will begin in April of this year. You will be storing a large number of digital photos for this project. There will also be several budgets created for this project. In addition, you will be creating a large number of memos and letters regarding this project. 4. In the area below, list the folders and subfolders that you would create on your disk to organize the files for this project. 4. Use My Computer or Windows Explorers to create the folders/subfolders that listed above on your data disk. B. Create a one-page report on the differences between a graphic user interface (GUI) and a command-line interface.

#### VIII. EVALUATION:

##### A. **Methods**

- 1. Exams/Tests
- 2. Quizzes
- 3. Projects
- 4. Class Participation
- 5. Lab Activities
- 6. Other:
  - a. Methods:
    - 1. Quizzes and final examination
      - a. Typical question: Objective
        - 1. The functions of an operating system include: \_\_\_\_\_.
        - 1. managing the file storage system
        - 2. providing security
        - 3. providing a user interface
        - 4. all of the above
      - 2. Write a brief paragraph comparing preemptive and non-preemptive multitasking.
    - 2. Graded hands-on lab assignments and projects
    - 3. Attendance and participation

##### B. **Frequency**

- 1. Frequency
  - a. Two or more quizzes and an final examination
  - b. Weekly hands-on computer projects covering common operating system functions.

#### IX. TYPICAL TEXTS:

- 1. Badgett/Palmer/Jonker *A Guide to Operating Systems: Troubleshooting and Problem Solving.*, Course Technology, 2000.
- 2. Stubbs/Gorman *Introduction to Operating Systems.*, Course Technology, 2001.

#### X. OTHER MATERIALS REQUIRED OF STUDENTS:

- A. 4-5 IBM formatted, high-density, 3.5" floppy disk or IBM formatting Zip disk
- B. Computer Lab Supplies Certificate