

**APPROVED**

## **GS5805: ICDL Computer Essentials and Online Essentials**

### **Course Details**

<b>Course Code:</b>	GS5805
<b>Course Title:</b>	ICDL Computer Essentials and Online Essentials <b>APPROVED</b>
<b>Short Title:</b>	ICDL Essentials
<b>Course Level::</b>	Level 5
<b>Valid From::</b>	2014
<b>Credits::</b>	5
<b>Owner:</b>	School of Foundation
<b>Assessment Method:</b>	Achievement
<b>Course Aim</b>	<p>To provide students with knowledge about the different parts of a computer in order to achieve ICDL Base Modules.</p> <p>To make effective use of a web browsing application and electronic mail (e-mail) in order to achieve ICDL Base Modules.</p> <p>To effectively operate and manage a computer in order to achieve a pass grade in order to achieve ICDL Base Modules.</p>

CILO	
On Completion of this course, the learner will be able to	
#	Learning Outcome Description
1	Define common hardware and software terminology.
2	Describe how ICT is used throughout an organisation.
3	Browse the Internet for information to meet the requirements of a brief.
4	Organise and manage email to enhance productivity.
5	Operate effectively around the computer desktop and work effectively in a graphical user environment.
Requisites	
No requisites	

<b>Examinations</b>
<b>Assessment Type</b> Examination (Unseen)
<b>Assessment Type</b> Examination (Unseen)
No Other Controlled Assessments
No Uncontrolled Assessments

Affiliated Entities			
Entity Code	Entity Title	Entity Version	Entity Type
BBS6015	Diploma in Real Estate	1	Programme
BBS8000	Bachelor of Business	3	Programme
BBS8001	Bachelor of Business (General)	1	Programme
BBS8010	Bachelor of Business: Marketing	3	Programme
BBS8010	Bachelor of Business: Marketing	4	Programme
BBS8070	Bachelor of Business: Human Resource Management	3	Programme
BBS9040	Master of Science (MSc.) in Professional Accounting	1	Programme
BFA7000	Associate Degree in Film and Animation	1	Programme
BFA8800	Bachelor of Film and Animation	1	Programme
BU8010	Bachelor of Business: Marketing V4	1	Programme
BWM6000	Diploma in Web Media	1	Programme
BWM8000	Bachelor of Web Media	2	Programme
DES7000	Associate Degree in Visual Design	1	Programme
DES8000	Bachelor of Visual Design	2	Programme
ENT7020	Associate Degree in Engineering Technology (Mechanical)	2	Programme
ENT7031	Associate Degree in Engineering Technology (Electronics)	2	Programme
ENT7040	Associate Degree in Engineering Technology (Electrical)	1	Programme
ENT7050	Associate degree in Engineering Technology (Electromechanical)	1	Programme
ENT7060	Associate Degree in Engineering Technology (Communications and Networks)	1	Programme
GS0002	General Studies	1	Programme
ICT6010	Diploma in Information and Communications Technology	4	Programme
ICT8010	Bachelor of Information and Communications Technology (Programming Major)	2	Programme
ICT8020	Bachelor of Information and Communications Technology (Management Information Systems Major)	2	Programme
ICT8021	Bachelor of Information and Communications Technology (Information Systems Major)	1	Programme
ICT8030	Bachelor of Information and Communications Technology (Networking Major)	2	Programme
ICT8040	Bachelor of Information and Communications Technology (Database Systems Major)	3	Programme
ICT8050	Bachelor of Information and Communications Technology (Cyber Security Major)	2	Programme
No Code Yet	Bachelor of Visual Design (Updated)	1	Programme
No Code Yet	Bachelor of Web Media (Updated)	1	Programme
No Code Yet	Copy Of Associate Degree in Engineering Technology (Communications and Networks)	1	Programme
No Code Yet	test Bachelor of Information and Communications Technology	1	Programme
TBC	To be deleted	1	Programme
ELE1	Electives 1	1	Group
ELE2	Electives 2	1	Group