

| | |
|---|---------------------------------------|
| Discipline: Agriculture | Sub-discipline: Agricultural Business |
| General Course Title: Agricultural Computer Applications | Min. Units: 3 Semester |
| Proposed Suffix: L | |
| <p>Course Description: Computer use in the workplace with emphasis on agribusiness situations. Computer applications including word-processing, spreadsheets, databases, and presentation managers will be covered. Also included will be accessing information through the Internet and World Wide Web, telecommunications, an introduction to web page design and other software appropriate to agribusiness.</p> | |
| Required Prerequisites or Co-Requisites ¹ | |
| Advisories/Recommended Preparation ² | |
| <p>Course Objectives: <i>At the conclusion of this course, the student should be able to:</i></p> <ul style="list-style-type: none"> • Create a business document utilizing a common word processor. • Create a multimedia presentation utilizing PowerPoint. • Construct financial documents using an electronic spreadsheet. • Manage data using database functions. • Create a web page. • Utilize the internet to access agricultural information • Complete specific agricultural projects that demonstrate the ability to identify and solve problems using computers. • Evaluate the criteria for selecting computer hardware and software appropriate to agricultural business applications. | |
| <p>Course Content:</p> <ol style="list-style-type: none"> 1. Introduction to the Computer <ol style="list-style-type: none"> a. Orientation to equipment and set-up b. Terminology c. Operating system use and file utilities d. Loading and operating a file 2. Word-processing Applications in Agriculture <ol style="list-style-type: none"> a. Letters b. Reports c. Phone/mailling lists 3. Spreadsheet Applications in Agriculture (Should be at least 40% of course breakdown) <ol style="list-style-type: none"> a. Agricultural production, business planning and analyses applications b. Simple agricultural accounting applications c. Other agricultural business and spreadsheet applications d. Agricultural business modeling 4. Database Applications in Agriculture <ol style="list-style-type: none"> a. Production and farm management applications b. Mailing lists and form letters <p>Agricultural Computer Applications (Content Continued)</p> | |

¹ Prerequisite or co-requisite course need to be validated at the CCC level in accordance with Title 5 regulations; co-requisites for CCCs are the linked courses that must be taken at the same time as the primary or target course.

² Advisories or recommended preparation will not require validation but are recommendations to be considered by the student prior to enrolling.

| | |
|---|--|
| <p>5. The Internet, World Wide Web and Agricultural Telecommunications</p> <p>a. Internet and World Wide Web agricultural applications</p> <p>b. Electronic mail applications to agriculture</p> <p>c. Finding agricultural information on the Internet and World Wide Web</p> <p>d. Introduction to web page design</p> <p>e. Other agricultural telecommunications applications</p> <p>6. Presentation management presentations for agriculture</p> <p>7. Other software applications in agriculture</p> <p>8. Evaluate Computer Systems</p> <p>a. Survey current computer technology and trends</p> <p>b. Survey agricultural software</p> <p>Laboratory Activities: Individual Laboratory Activities are designed to support course objectives.</p> | |
| <p>Methods of Evaluation: Lecture Comprehensive Quizzes and Exams Written Critical Thinking Scenarios Problem Analysis and Solution Research and Term Papers</p> | <p>Methods of Evaluation: Laboratory Laboratory Skill Validation by Observation Laboratory Reports Laboratory Research Projects and Reports Laboratory Skill Practicum Exams</p> |
| <p>Typical Textbooks, Manuals, or Other Support Materials</p> <p><u>Exploring Microsoft Office 97 Professional</u>, Grauer, Barber, Prentice Hall</p> <p><u>Exploring the Internet</u>, Grauer, Marx, Prentice Hall</p> <p><u>Agricultural Information on the Internet</u>, Campidonica, Cooperative Extension</p> <p><u>The Internet Guide for Agriculturists</u>, Kuhar, Deere and Company</p> | |
| <p>Statewide Articulation: Formally CAN AG 2, CPP-AG 128, CSUF-AGEC 76, UCD-AGSY&EN 21, other universities as lower division elective</p> | |
| <p>FDRG Lead Signature: _____ Date: _____</p> <p>Mark E. Bender, PhD CSU Stanislaus</p> | |
| <p>[For Office Use Only]</p> | <p>Internal Tracking Number</p> |
| <p> </p> | |