SYLLABUS

1. Course title:

Informatics II

2. Code:

3. Cycle of study:

1

4. ECTS credits:

2

5. Type of course:

○ Mandatory ◉ Elective

6. Prerequisites:

none

7. Class restrictions:

none

8. Duration / semester:

1 2

9. Weekly contact hours:

9.1. Lectures:	2
9.2. Seminars:	0
9.3. Laboratory/Practice classes:	0

10. Faculty:

Humanities and Social Sciences

11. Department/study program:

Turkish Language and Literature

12. Lecturer:

Amira Šerifović-Trbalić

13. Lecturer's e-mail:

amira.serifovic@untz.ba

14. Web site:

www.ff.untz.ba

15. Course aims:

The aim of this course is to introduce students to the role and organization of information-communication technologies, as well as the ability to apply these technologies in work and teaching. In addition to the advanced work in the Windows environment and in MS Office applications, students will learn about how to work and use video conferencing systems, Internet search techniques, email accounting, the use of a unique AAI electronic identity, and basic protection against malicious software.

16. Learning outcomes:

After completing the course, students will, with continuous work during the semester, acquire knowledge and skills for use of personal computers and information technology in the teaching process.

17. Course content:

Presentations: presentation software.
Image file formats. Audio file formats. Storage of audio visual materials.
Information systems.
Computer networks and telecommunication.
Internet
E-mail
Web browsers
Creating a website
Abuse of information technology, protection against malicious software

18. Learning methods:

Lectures, consultations.
Lecture represents the theoretical presentation of the content of the course in a way that enables students to master the knowledge and skills to be achieved within this subject. Students are obliged to attend lectures. Exceptionally, a student may be absent from the lecture three times during the semester, whereby his absence should be justified to the professor at the following lectures. Students' attendance records will be regularly kept.

19. Assessment methods:

Students assignments (seminar works)
Final exam

Students assignments (seminar works)
During the semester, students will receive a number of assignments (seminar works) that need to be solved independently.

Final exam
After completing the course, the students who have received the signature have the right to go to the final exam. The final exam is organized according to the final exam calendar adopted by the Senate of the University of Tuzla at the beginning of the school year. At the end of the course students will be provided a list of questions that may be on the Final Exam. The maximum number of points on the Final Exam may be 50 (fifty). Duration of the final exam is 45 minutes.

20. Assessment components:

With regular attendance on the course and activity throughout the semester, students can achieve 10 points, which makes up 10% of the total number of points. By successfully completing and presenting an assignments, the student can achieve a maximum of 40 points (40%), while the remaining 50 points (50%) will be awarded on the final exam. Before the final examination the student can win a maximum of 50 pre-qualifying points (50%)

21. Required reading list:

Čerić V., Varga M., Budin L. i dr.: Poslovno Računarstvo, Znak, Zagreb 2000.
Balaban N, Ristić Ž, Đurković J. "Principi Informatike", Beograd, 1996.
Lagumdžija Z. "Informatika Za Korisnike Personalnih Računara" Sarajevo, 1999.

22. Web sources:

23. Applicable starting from the academic year:

2015/2016

24. Adopted in the Faculty/Academy session:

16 March 2015