



Purpose: It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

Course Title – Computers in Agriculture
Course Prefix and Number – AGRI 1309
Department - Agriculture
Course Type: (check one)

Division – Math & Science

- Academic General Education Course (from ACGM – but not in WCJC Core)
- Academic WCJC Core Course
- WECM course (This course is a Special Topics or Unique Needs Course: Y or N)

Semester Credit Hours # : Lecture hours# : Lab/other hours # **3:3:0**

Equated Pay hours for course – 3 equated pay hours per course

Course Catalog Description – Use of computers in agricultural applications. Introduction to programming languages, word processing, electronic spreadsheets and agricultural software.

Prerequisites/Co requisites - None

List Lab/ Other Hours
Lab Hours
Clinical Hours
Practicum Hours
Other (list)

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Date 11-22-11

Reviewed by department head Gene Bahnsen

Date 11-22-11

Accuracy verified by Division Chair Kevin Dees

Date 11/22/2011

Approved by Dean of Vocational Instruction or Vice President of Instruction
Leigh Ann Collins

Date 11-19-12



I. Topical Outline – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, clinical or other non-lecture instruction):

Topical Outline	Dedicated Instructional Time
Computer operating system; use of windows	Two weeks
Working on the Web.	Three weeks
Disk and file management system.	One week
Word processing software.	Three weeks
Spreadsheet software.	Four weeks
Presentation software.	One week
Agricultural software.	Two weeks

II. Course Learning Outcomes

Course Learning Outcome	Method of Assessment
<p>Students will:</p> <ol style="list-style-type: none"> 1. Demonstrate a basic understanding of the Windows operating system and its interface with Office 2003. 2. Demonstrate the ability to use and navigate through the World Wide Web. 3. Demonstrate the ability to create, rename, copy, and move computer files and folders using disk and file management. 4. Develop an understanding of word processing programs and utilize word processing programs in creating, formatting, and editing documents. 5. Develop an understanding of spreadsheet programs, and create, modify, and save worksheets with a spreadsheet programs. 6. Develop an understanding of presentation programs, and create, modify, and save a presentation graphics program. 7. Utilize computers in agricultural applications, for example: farm budgets, crop budgets, herd management, financial record management, calculation of feed rations, farm records management, agricultural application of the global positioning system (GPS)/geographic information system (GIS) such as mapping, precision farming, etc. 	<p>Method of Assessment</p> <ol style="list-style-type: none"> 1. Lecture, exams, and assignments 2. Lecture, exams, and assignments 3. Lecture, exams, and assignments 4. Lecture, exams, and assignments 5. Lecture, exams, and assignments 6. Lecture, exams, and assignments 7. Lecture, exams, and assignments

III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.

A guide to Microsoft Office 2003 for Information and Communication Technologies. 2004. Brown, Malfas and Marrelli. Lawrenceville Press, Inc., Pennington, NJ 08534. ISBN 1-58003-077-7 (required)

IV. Suggested Course Maximum – 30*

V. List any specific spatial or physical requirements beyond a typical classroom required to teach the course.

*A computer classroom is required such that each student has a computer at which to work. The room also should include sufficient dry erase (or chalk) board for notes and illustrations, a computer with internet access and overhead computer projector (for instructor's use) and a traditional overhead projector.

VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course

Three major exams, quizzes, assignments, and attendance/participation
Each exam counts 1/6 of the final grade along with attendance/participation counting 1/6 of the final grade, and the quizzes and assignments counting 2/6 of the final grade.

The grade classifications as outlined in the College Catalog are employed:

- A – 90 – 100% Excellent
- B – 80 – 89% Good
- C – 70 – 79% Average
- D – 60 – 69% Poor
- F – Below 60% Failure
- W- Withdrawn

VII. Curriculum Checklist

- **Academic General Education Course** (from ACGM – but not in WCJC Core)
No additional documentation needed
- **Academic WCJC Core Course**
Attach the Core Curriculum Checklist, including the following:
 - Basic Intellectual Competencies
 - Perspectives
 - Exemplary Educational Objectives
- **WECM Courses**
If needed, revise the Program SCANS Matrix & Competencies Checklist.