CS-150L
Computing for Business Students
Introduction, and i-clicker
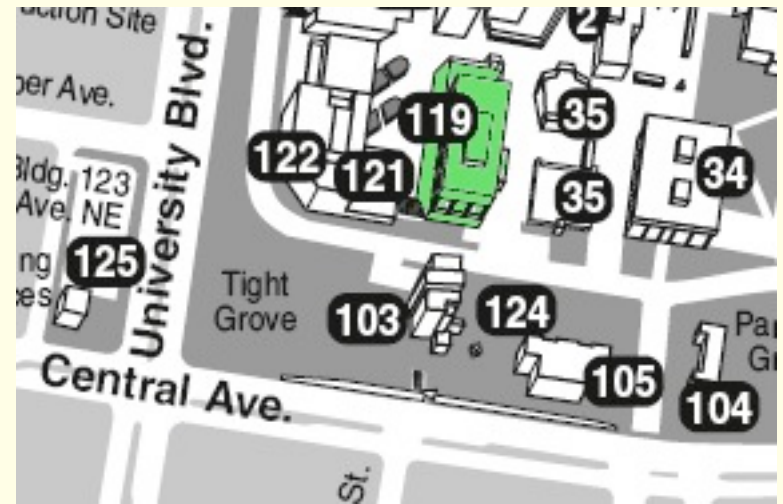
Instructor:

Matthew Barrick

e-mail: barrick@cs.unm.edu

http://cs.unm.edu/~barrick/

Office: Farris Engineering Center (FEC) room 106

06/07/10

CS-150: For Whom?

This course is specifically designed to prepare students with the computing skills needed for success in each of the various undergraduate courses of study in the Anderson School of Management.

There are many students who take this course without intention of study in the Anderson School of Management.

We all, in our lives and careers, use business skills: Band leaders, Scientists, Homeowners, ...

Goal 1: Knowledge Base of Technologies

Develop a knowledge base of current computer technologies:

- ■ Computer Security,
- ■ Computer Privacy,
- ■ Computer Ethics,
- ■ Digital Media Copyrights,
- ■ Database Systems,
- ■ Data Protection and Recovery Systems,
- ■ Automation Systems, and
- ■ Expert Systems.

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Goal 2: Communications Applications

Develop competency with tools for Business Communications:

- Effective and Efficient use of e-mail.

- World-Wide-Web

- Microsoft Word

- **Microsoft Excel**
  - Apply a spreadsheet application to problem solving in a business context with both competence and confidence.

- Microsoft PowerPoint

Prerequisite Mathematics Skills

Given the equation for Compounded Interest:

$$P = C (1 + r/n)^{nt}$$

P = future value

C = initial deposit

r = nominal annual interest rate

n = number of times per year interest is compounded

t = number of years invested (e.g. 45 days = 45/365.25 years)

An initial deposit of $100 is made into a 3-year Certificate of Deposit (CD). The nominal annual interest rate is 5.5% compounded monthly. What is the value of the CD upon maturity?
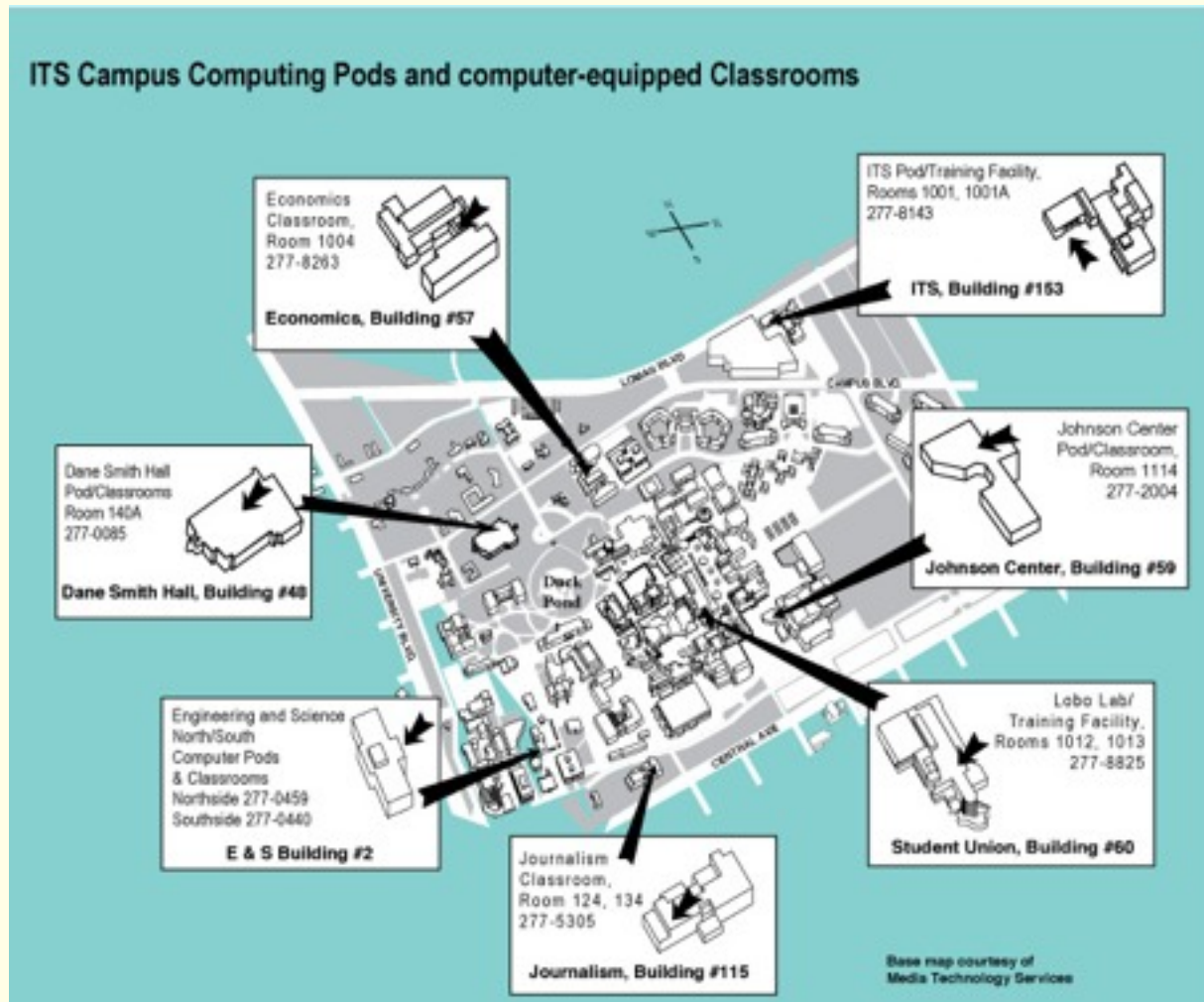
Prerequisite Computer Skills

- Keyboard and mouse skills

- Being able to log into the computer, Send e-mail,

- Use WebCT,

- Search the Internet with a search engine such as Google,

- Navigate folder and file systems,

- Save files on a USB flash drive,

- Use the system clipboard for copy/paste operations, and

- Basic word processing skills.

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UNM IT (Information Technologies)

http://it.unm.edu/

ITS Campus Computing Pods and computer-equipped Classrooms

- Working together
- Parish Library 24x7
- Loner laptops at for 3 hr in building

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Textbooks

Electronic

- Microsoft tutorials
- Help systems
- Internet

Physical

- Computing for Business Students - A Laboratory Manual by Joel Castellanos

"Alert Interpol Constable. It's another suspected death from the cursor virus."

http://www.cartoonstock.com/

Lab Sections - Dane Smith Hall (DSH), room 141

- Office Hours
    - Monday 11:00AM-2:00PM
    - Tuesday 11:00AM-2:00PM
    - Wednesday 11:00AM-2:00PM
    - Thursday 11:00AM-2:00PM

    - Head over directly after class
    - May step out for lunch around noon

Textbooks and Supplies

1. Computing for Business Students

2. USB Flash Drive (128MB is sufficient)

3. I-Clicker (needed for lecture only)

4. Laptop (optional)

USB Flash Drives

Warning:

- Do Not Just Pull Out When Done.
- Close all files on USB Flash Drive.
- "Safely Remove": double-click system tray icon.

Safely Remove Hardware

9:17 PM

Safely Remove Hardware

Stop a Hardware device

Confirm devices to be stopped. Choose OK to continue.

Windows will attempt to stop the following devices. After the devices are stopped they may be removed safely.

USB Mass Storage Device
Generic volume - (E:)
SanDisk Cruzer Micro USB Device

Properties   Stop

OK   Cancel

Portable Rewritable Storage Media

Magnetic

- 5¼-inch DD floppy   1978   360 KB (kilobytes, 1 KB = 1,000 bytes)
- 5¼-inch HD floppy   1982   1.2 MB (megabytes, 1 MB = 1,000,000 bytes)
- 3½-inch HD floppy   1987   1.44 MB

Optical

- 12 cm CD-RW   1997   650 MB
- 12 cm DVD-RW   2001   4.7 GB (gigabyte = 1,000,000,000 bytes)
- 12 cm Blu-ray RE   2007   25 GB

Flash Memory (no moving parts)

128 MB,   256 MB,   512 MB,   1024 MB (1 GB),   2 GB

1 character of plain text requires 1 byte of storage.
Commonly, a book has 32 lines of text per page, and 70 characters per line.
Thus, 1 GB = about 1,000 books with 500 pages in each book.
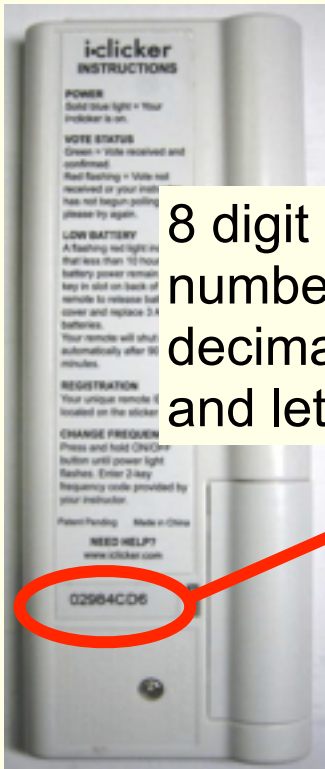
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- We will use i-clicker for quizzes in lecture only.

- We will use i-clicker every lecture.

- Quizzes this first week will not count toward your grade.

- By next week, your i-clicker needs to be registered with your name.

- If you have already registered your i-clicker on the web for a different class, then you do not need to register again.

- Register your name as it appears in your UNM NetID.

- One i-clicker can be registered to more then one person (as long as no two of them are in the same i-clicker class at the same time).

- Work together – help each other – discuss before answering

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Monday, June 7, 2010

i-clicker Web Registration

- **http://www.iclicker.com/registration/**

First Name

Last Name

Student ID

NOT Student ID: i.e. 100838716

Clicker ID

UNM NetID (no @unm,edu)

8 digit Hexadecimal number: Only decimal digits 0-9 and letters A-F.

Please type in the verification word in the image

Enter

iclicker WEB REGISTRATION

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i-clicker

Quiz Question #1:

Do you have your i-clicker?

a) Yes – I am ready to go.

b) I bought one from the bookstore, but forgot it.

c) My dog ate it.

d) No – I did not get one yet.

e) What is an i-clicker anyway?

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i-clicker Registration Quiz

When I login on "my UNM", the screen says "Welcome Joseph Wood". Therefore, when I register my i-clicker, I use the name:

a) Joe Wood

b) Joey Wood

c) Joseph Wood

d) Rocko Wood (I like my middle name better)

e) Joseph Losavio (Losavio is my mother's maiden name, and she has taken better care of me than has my dad.)

Practice Question #1

How many 3½-inch HD 1.44 MB floppy disks are required to hold the information that can be stored on a single 1 GB USB Flash Drive?

a) About 5

b) About 10

c) About 50

d) About 100

e) About 700

1.44 MB
Floppy

1 GB
Flash

Answer

A 1.44 MB Floppy holds
1,440,000 bytes

A 1 GB Flash Drive holds
1,024,000,000 bytes
or 1,024 MB

1,024,000,000/1,440,000 = 1,024/1.440 = 711

1,024 MB   / 1.44 MB   = 711

1,000,000,000/1,440,000 = 1,000/1.440 = 694

Loner i-clickers

- E-mail Haile Shannon

    hshannon@unm.edu

- Subject: CS-150: borrowed i-clicker
- e-mail on same day.
- Animale name (owl, tiger, snake, ...).
- Date of Quiz

- Security Deposit == One Shoe

Grades

- There will be three exams.

- All three exams are practical exams: they will be mini-labs administered on computers during your regularly scheduled lab time (50 minutes in length).

- Grade Components:
  - Labs (11): 45%
  - Quizzes (lecture attendance, ~30): 10%
  - Exams (3): 45%

Monday, June 7, 2010

Lab Assignments

1. Lab assignments are posted on WebCT each Monday morning.

2. Generally, each lab is due by midnight of the following Sunday.

3. To receive credit for a lab, it must be submitted into WebCT.

4. The WebCT date stamp is the only date used to determine lateness.

5. Each lab assignment is graded numerically on a scale of 100 points.

6. A penalty of FIVE POINTS PER DAY will be levied on late assignments.

7. Every student is given a 10 point late buffer.

8. Labs more than 24 hours late will not be accepted.

9. To receive credit for a lab it MUST be in Office 2003 or Office 2007 format.

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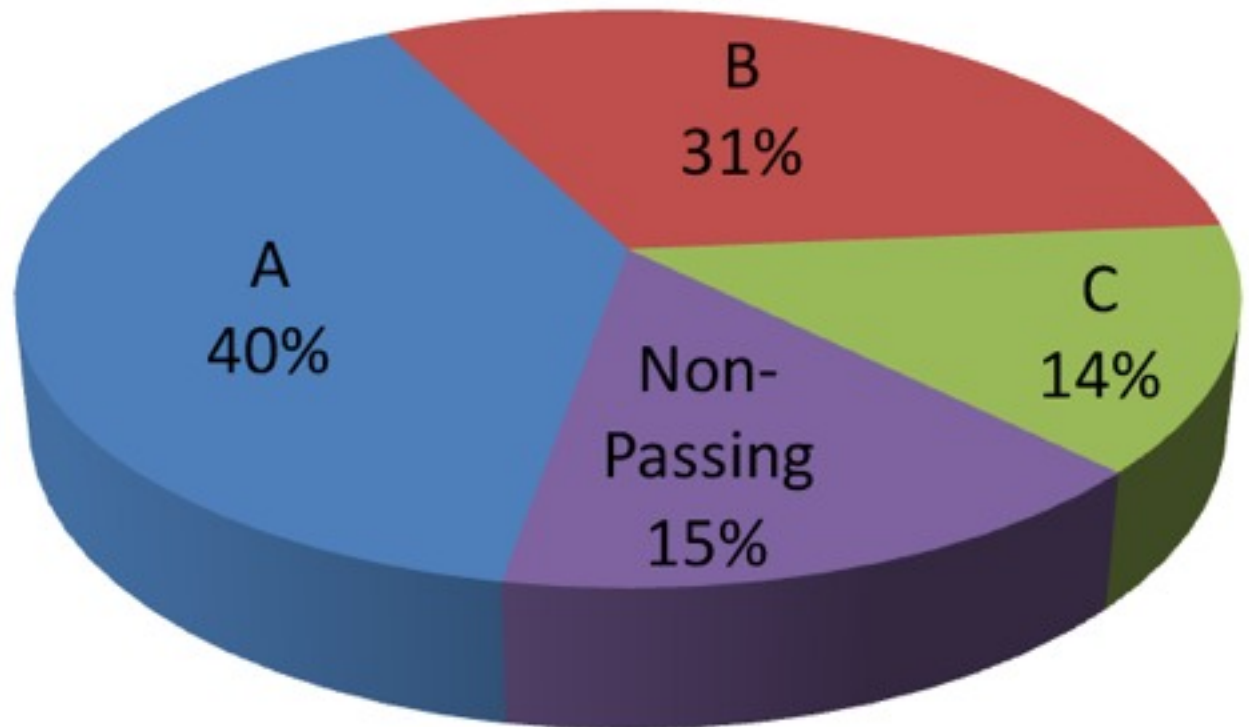9. To receive credit for a lab it MUST be in Office 2003 or Office 2007 format.   What Do People Have?

CS-150 Performance: Spring 2009

ANDERSON SCHOOLS OF MANAGEMENT require a minimum grade of "C" and an overall cumulative grade point average of 2.5 on all required pre-admission

CS-150 Spring 2009 Final Grades of students enrolled after first 6 weeks.

Total = 240 students

B 31%

A 40%

C 14%

Non-Passing 15%

Academic Honesty

- Students are encouraged to help each other on labs through personal interaction and through the WebCT blogs.

- There is, however, a difference between helping and cheating. Cheating includes:

  1. Copying another person's work,

  2. E-mailing or giving an electronic version of your work to anyone other than a course instructor.

  3. Leaving an electronic version of your work on a campus computer.

  4. Having another person complete any portion of your work.

Save, Save As, and Multiple Media

Three things are certain:

Birth, Death, and Lost Data.

Guess which has occurred.

-- Error Message by David Dixon

1. Save often.

2. Use "*Save As...*" to save progressive versions with different names.

3. Save on more than one media:

    a) Save on two flash drives.

    b) Copy Flash drive to home Hard Disk.

    c) Periodically, burn files on home hard disk to CD or DVD.