

CGS - COMPUTERS GENERAL STUDIES

CGS 1000 Exploring Digital Technology**Credit Hours:** 3**Lab Fee:** Yes

The course surveys the capabilities of computers and related peripheral devices, as well as their uses in our increasingly technology-interfaced lives. The student is given an overview of computer systems including hardware, application and system software, operating systems, storage concepts, numbering systems, computer networking and communications, the Internet, hardware and data security, privacy issues, copyright law, file management techniques, artificial intelligence, software development processes, and other related topics.

CGS 2100 Microcomputer Applications**Credit Hours:** 3**Lab Fee:** Yes

This course is an introduction to an application software suite commercially available for computers. Topics include managing files in current OSs (Operating Systems), word processing, spreadsheets, databases, and presentation software.

CGS 2571 Microcomputer Applications-Advanced**Credit Hours:** 3**Prerequisites:** CGS 2100 with a grade of "C" or higher**Lab Fee:** Yes

This course is a continuation of CGS 2100 covering advanced topics in word processing, spreadsheets, databases, and presentation software.

CGS 2941 Internship**Credit Hours:** 1-3**Lab Fee:** Yes

Students will participate in an internship, at a designated location, that will require up to 96 hours of actual work. This course is designed to provide students with hands-on experience in a professional work environment. Through the course, students will gain knowledge, skills, and competencies that will enhance their employability and career prospects. This course includes both classroom instruction and practical experience and may be repeated for a maximum of 3 credits.

CGS 2948 Service Learning Field Studies 1**Credit Hours:** 1

This course gives students opportunity to understand the relationship of theory to practice through participation in a service-learning experience. Students are required to complete 20 hours of volunteer work, a service-learning contract, and an oral and written reflection of the experience.