



COSC 099-BASIC INTERNET SKILLS 1 CREDITS

SYLLABUS

CATALOG DESCRIPTION

Practical search techniques and common vocabulary to make your Internet searches more effective. Learn to use e-mail.

Prerequisites: RDNG 050/APRD 039

Semester Offered: On Demand

Common Student Learning Outcomes

Upon successful completion of San Juan College programs and degrees, the student will demonstrate competency in...

BROAD AND SPECIALIZED LEARNING

Students will actively and independently acquire, apply, and adapt skills and knowledge with an awareness of global contexts.

CRITICAL THINKING

Students will think analytically and creatively to explore ideas, make connections, draw conclusions and solve problems.

CULTURAL AND CIVIC ENGAGEMENT

Students will act purposefully, reflectively, and ethically in diverse and complex environments.

EFFECTIVE COMMUNICATION

Students will exchange ideas and information with clarity in multiple contexts.

INFORMATION LITERACY

Students will be able to recognize when information is needed and have the ability to locate, evaluate, and use it effectively.

INTEGRATING TECHNOLOGIES

Students will demonstrate fluency in the application and use of technologies in multiple contexts.

Student work from this class may be randomly selected and used anonymously for assessment of course, program, and/or institutional learning outcomes. For more information, please refer to the Dean of the appropriate School.

GENERAL LEARNING OBJECTIVES:

The student will use the following processes to accomplish the objectives of this course:

- I. Provide students with practical, hands-on experience with searching the Internet for useful information.
- II. Familiarize students with the basics of e-mail and e-mail programs.

SPECIFIC LEARNING OUTCOMES:

Upon successful completion of this course, the student should be able to:

1. Describe the uses of the Internet. (I), (L, T, C)
2. Utilize a browser's features to display Internet information. (I), (T, I, A)
3. Use search utilities to find practical information (I), (T, I, A)
4. Describe the basic parts of an e-mail message. (II), (L, T, C)
5. Use a current e-mail program to send and receive messages. (II), (T, I, A)