



**Course Name: ENR-119 Technology Computer Applications**

Date Updated: 4/2022

Credit Hours/week: 1 hrs./wk. – 1 cr.

BEGINNING: SPRING 2022

Catalog Description: This course provides an introduction to the various technical tools available to help solve problems in the field of engineering technology. This is a hands-on laboratory course designed to provide students with experience in using scientific calculators, Windows Operating System, Microsoft Office and Internet search tools. Special emphasis is placed on the development of technical reports using Microsoft Office's EXCEL and Word programs.

Prerequisite: MAT-007 or equivalent - Must be completed prior to taking this course.

Text: Technical Computer Applications Supplementary Materials, Craven, CPS

Spring into Technical Writing for Engineers & Scientists, Rosenberg, Addison-Wesley

Supplementary Material: Classroom with at least 18 computers loaded with Windows and Microsoft Office

Syllabus:

Topics
Calculation techniques and applications
Basics of computer operating systems
Spreadsheet usage and applications
Internet search tools and online research

Students are expected to adhere to the policies of the County College of Morris. These can be accessed at: (insert link here)

## **Statement of Expected Course LEARNING OUTCOMES**

- Use a scientific calculator to solve the types of problems typically encountered in an engineering technology curriculum
- Demonstrate a basic knowledge of Trigonometric functions Sine, Cosine and Tangent
- Effectively use a computer and its operating system
- Use Internet search tools to find and evaluate technical data
- Use Microsoft Office's Excel to analyze and process data, and merge the data with a Word document
- Use Microsoft Office's Word to prepare a technical report

### **Statement of Relation to Curriculum(s):**

- A required course for Electronics and Mechanical Engineering Technology, the Biomedical Equipment option, and Telecommunication
- Systems Technology, and is a recommended elective for other technology programs