



Sustainable transformation through innovation”

INTRODUCTION TO COMPUTERS – SHORT COURSE PROGRAM

INTRODUCTION AND BACKGROUND

Begin your career in computers by acquiring a computer skills certification with Lusaka Goldsmiths University School of Science and Technology. The Computer skills program is divided into four components each running for six (6) weeks. Starting with Introduction to Computers, the first part introduces learners to the basic computer skills which are relevant to the changing world of technology. Upon completion of the first part, learners can apply to pursue the application and productivity tools program which also runs for six weeks. Applications and productivity tools build on from introduction to computers and gives learners skills needed in different aspects of computer applications and productivity. Following on applications and productivity tools is Computer Networks and the Internet. This component introduces learners to computer networks development and the internet. In a world that is fast changing and fast migrating to technology in almost every aspect, computer networks and the internet becomes a very crucial component of technology and in many ways, a venture for economic livelihood. The component equally runs for six (6) weeks. Introduction to Cloud Computing and Online Storage ends the four part computer short course programs. This component skills learners with the modern computer skills of cloud computer and online storage. The component equips you with the usage of wireless computer networks and online storage systems. With the advancements in technology, cloud computing and online storage is currently the main driver in the computer technology sector.

Besides pursuing the programs as individual components, learners have a further option of taking all the components as one whole program for a duration of three (3) months.

RATIONALE

The Computer skills short courses program is an important program in society. For over ten (10) years now Zambia has embarked on a Smart Zambia initiative where government services are being digitalised. Computer skills have now become an essential component of daily life for everyone and hence the need to have the computer skills short courses program. The program will further make acquiring computer skills for anyone interested, more accessible and affordable as the rates for the program have been arrived at with a view to have especially the young people completing secondary school have an opportunity to acquire computer skills as they transition to tertiary education.

Equipping more people with computer skills will therefore not only be beneficial to the individuals pursuing the program but for the government as well in the quest to effectively and meaningfully implement the smart Zambia initiative.

OBJECTIVES OF THE PROGRAM

The objectives of the Lusaka Goldsmiths University Computer skills program are to equip learners with the relevant knowledge requisite for navigating the technological advancements taking place globally.

PROGRAM LEARNING OUTCOMES

At the end of the program, learners shall:

- Know and apply knowledge of computers in their daily lives
- Know and apply knowledge of applications and productivity tools in their business
- Know and apply knowledge on computer networks and the internet
- Know and apply knowledge on cloud computing and online storage

ASSESSMENT

Students will be required to attend weekly lectures and will be subjected to a test at the end of their six weeks training. Students successfully completing the program will be awarded proficiency certificates.

COURSE CONTENT

UNIT 1 - History of Computer Systems

UNIT 2 - Introduction to Computer Hardware

UNIT 3 - Input devices

UNIT 4 - Output devices

UNIT 5 - Storage devices

UNIT 6 - Processing Systems

UNIT 7 - Common Networking Hardware

UNIT 8 – Software

UNIT 9 - Main Categories of Software

UNIT 10 - Operating Systems

UNIT 11 - Application Systems

UNIT 12 - Enterprise Resource Planning (ERP) Systems

UNIT 13 - Basic Input/Out System (BIOS)