



Department of Architectural Engineering
College of Engineering
University of Cihan- Sulaimaniya

Subject: Computer Skills
Course Book – Year 1

Lecturer's name: Mr. Diyari B. Hussein

Academic Year: 2023/2024

Course Book

1. Course name	Building Materials
2. Lecturer in charge	Diyari Burhan Hussein
3. Department/ College	Architectural Engineering
4. Time (in hours) per week	3 hours (1 Theory+2 Practical)
5. Office hours	Saturday (8:30 am – 12:30 pm)
6. Course code	
7. Teacher's academic profile	Earned a bachelor's degree in civil engineering at the University of Sulaimani, Sulaymaneyh/Iraq, and a master's degree in structural engineering at Budapest University of Technology and Economics in, Budapest/Hungary, and individual thesis that was 'Comparative analysis of strengthening methods for RC monolithic columns'.
8. Keywords	
9. Course overview:	The course is designed to teach the student skills such as using the Windows operating system, computer tasks, and Microsoft Office such as Microsoft Word, Microsoft Excel, and Microsoft PowerPoint software packages theoretically and practically.
10. Course objective:	The student will deal with a computer using different tasks in the Windows operation system such as icons, and different folders, and finally will be able to arrange nice documents using Microsoft Office Word, Microsoft Excel, Microsoft PowerPoint, and introduce some basic information about software used for Architectural Engineering purpose such as Auto CAD.
11. Student's obligation	Students are required to attend class, participate in the class activities and practical exercises during the class, do their homework, and do the quizzes, they have to study and search after each class and take two exams during the semester.

12. Forms of teaching

The materials are explained mainly by data show and the board is used for the parts of the explanation, and using the computer lab for practice experiments.

13. Assessment scheme

The 100 mark will be divided as shown in the table below:

Classroom activities, homework, quizzes, and attendance	10%
Mid-term practical exam	15%
Mid-term theory exam	25%
Final practical exam	15%
Final theory exam	35%

14. Student learning outcome:

Students will learn:

1. How to apply different tasks using the Windows operation system.
2. How to use Microsoft Office Word software to prepare good-setting articles, reports, and well-arranged theses.
3. How to use Microsoft Excel, Microsoft PowerPoint, and introduce some basic information about software used for Architectural Engineering purposes such as Auto CAD.

15. Course Reading List and References:

1. B. Gilson, "Introduction to Computer Science", McGraw-Hill, 2017.
2. Tom Carpenter. "Microsoft Windows Operating System Essentials", February 2012.
3. Joyce Cox and Joan Lambert. "Microsoft Word 2010 Step by Step eBook". Online Training Solutions, Inc., 2012.

16. The Topics:

Week No.	Lecture No.	Lecture Topics
1	1	Introduction about computer and contents
2	2	Different tasks in the Windows operation system (getting used to the computer)
3	3	Microsoft Office Word (Home tab)
4	4	Microsoft Office Word (insert tab)
5	5	Review and more details on Home and Insert, and Practical Quiz
6	6	Microsoft Office Excel
7	7	Review and more details on Microsoft Office Excel, and Practical Quiz
8	8	Microsoft Office PowerPoint
9	9	Review and more details on Microsoft Office PowerPoint, and Practical Quiz
10	10	Introducing Engineering Software such as Auto CAD
11	11	Revision and Quiz

17. Peer review

Main Lecturer incharged
Diyari Burhan Hussein

Head of The Department
Mrs. Tara Azad Rauof