

Course Outline

Course Title: Mac OS

Submitted By: McLaughlin/
Priatelj

Semester Course Prefix and Number: GRAP 2251

Approval Date:

Old Quarter Course Prefix and Number:

Revision Date: Dec 2015

Number of Credits: 1

Number of Lecture Credits: 1

Semester(s) Offered: Fall

Number of Lab Credits: 0 Number of Lab Hours: 0

Class Size: 22

Number of Studio/Demonstration/Internship Credits:

Negotiated by AASC on

(Date)___

Course Purpose Code:

_____ 0 – Developmental Courses

_____ 1 – Non-transferable, General Education

 x 2 – Technical course related to career programs

_____ 3 – College course which has the primary goal of applying certain concepts (e.g. vocal ensemble)

_____ 4 – Other college course not considered a part of general education (MNTC) e.g. computer science, health, physical education

_____ 5 – Course which is intended to fulfill the Minnesota Transfer Curriculum (MNTC) requirements.

_____ 9 – Continuing Education/Customized Training specialized credit course (not occurring in 0-5)

Catalog Description:

This course will take an in-depth study of the Mac OS X system, menu functions, networking, peripherals, printing output and multitasking for all future applications in course work. The use of extensions, control panels and personal user setup operations will be studied. This course will provide individual workstation software and technical manuals to perform all functions of the OS operating system.

Prerequisites and/or recommended entry skills/knowledge:

Course Prerequisite(s): None

Reading Prerequisite: None

Composition Prerequisite: None

Mathematics Prerequisite: None

Career Programs and Transfer Majors Accessing this Course:

Graphic Design & Print Communications

Minnesota Transfer Curriculum Goal(s) partially met by this course if applicable:

Notes: No more than two goals may be met by any one course. (Curriculum Committee review and the Chief Academic Officer's approval are required).

0. x None

1. _____ Communications

2. _____ Critical Thinking

3. _____ Natural Sciences

4. _____ Mathematical/Logical Reasoning

5. _____ History and the Social and Behavioral Sciences

6. _____ The Humanities and Fine Arts

7. _____ Human Diversity

8. _____ Global Perspectives

9. _____ Ethical and Civic Responsibility

10. _____ People and the Environment

Learning outcomes, including any relevant competencies listed in the Minnesota Transfer Curriculum:

- Students will-set up Mac OS latest version.
- Students will perform-finder basics.
- Students will perform-file management.
- Students will perform-application basics Using OS 10 & later applications.
- Students will perform-text edit.
- Students will perform-font management.
- Students will perform-printing & faxing.
- Students will perform-networking.
- Students will perform-multiple users & security.
- Students will perform-the classic environment.
- Students will perform-system preferences.
- Students will perform-menus & keyboard equivalents.
- Students will perform-installing software.
- Students will perform-menus and Keyboard Equivalents.

Student assessment methods:

Written response, lab experience with rubrics, Quizzes and Tests.

Use of instructional technology

(includes software, interactive video and other instructional technologies): Personal workstation, Mac Computer, OSX, Prepared materials, handouts, and other tools are provided in the program plan. The following books will be needed: Check with program instructors for latest version & author.

Outline of the major course content:

- Setting up Mac OS latest version
- Finder basics
- File management
- Application basics Using OS 10 & later applications
- Text edit
- Fonts
- Printing & faxing
- Networking
- Multiple users & security
- The classic environment
- System preferences
- Menus & keyboard equivalents
- Installing software
- Menus and Keyboard Equivalents

Additional special information (special fees, directives on hazardous materials, etc.) None

Transfer Information: (Please list colleges/majors that accept this course in transfer.)

University Wisconsin Stout, Print Management. Bemidji State University, Design Technology.

Approvals:

Body	Representative Signatures	Date
Curriculum Committee		
Faculty Association		
Academic Affairs Standards Committee		
Chief Academic Officer		

Distribution: Original – Administrative Office

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