Course Outline

Course Title: Mac OS
Submitted By: McLaughlin/Prijatel

Semester Course Prefix and Number: GRAP 2251
Old Quarter Course Prefix and Number: 

Number of Credits: 1
Number of Lecture Credits: 1
Number of Lab Credits: 0
Number of Lab Hours: 0
Number of Studio/Demonstration/Internship Credits: 

Semester(s) Offered: Fall
Class Size: 22

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 6. _____ The Humanities and Fine Arts
1. _____ Communications 7. _____ Human Diversity
2. _____ Critical Thinking 8. _____ Global Perspectives
3. _____ Natural Sciences 9. _____ Ethical and Civic Responsibility
4. _____ Mathematical/Logical Reasoning 10. _____ People and the Environment
5. _____ History and the Social and Behavioral Sciences
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:

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