

Faculty of Physical Education and Tourism

Course Unit					ICT I		
Bachelor in Physical Education					Code: I/O/9		
Year of study	Semestr	Type	Workload (hours)		Contacts hours	ECTS credits	Language of instruction
3	5	semestral	50	Lectures	-	2	1. Polish 2. Polish with additional English support for foreign students
				Problem solving	20		
Name (s) of lecturer (s)							
e-mail:							
Prerequisites:							
<p>Before the course unit the learner is expected to:</p> <p>Know the basic issues of computer operation.</p>							
Learning outcomes and competences							
<p>At the end of the course unit the learner is expected to:</p> <ol style="list-style-type: none"> 1. Have the basic knowledge and skills in the field of information technology, word processing, use of spreadsheets, databases, use of presentation graphics, use of services in IT networks, obtaining and processing information. The student is able to prepare and present a multimedia presentation on a given topic and use knowledge in the field of computer science. 2. Be able to prepare a properly formatted text document, combining text and embedded elements (graphics, tables, diagrams). 3. Be able to search, collect and process information while maintaining the intellectual property rights. 4. Be able to develop a spreadsheet for data collection and processing and use tools supporting data analysis and interpretation. 5. Be able to prepare a graphic element to be used in documentation or presentation. 							
Course contents (lectures):							

1. not applicable

Course contents (problem solving):

- 1. Basic concepts and principles related to the functioning of copyright. Health and safety at work at the computer. Searching for information on the Internet resources.*
- 2. Text editor - practical exercises based on the use of basic program functions. Formatting text, using styles. Composing text with graphics. Creation of diagrams. Use of tables in a document.*
- 3. Computer graphics. Graphic file formats. Processing raster graphics with the use of a graphics program - basic tools..*
- 4. Spreadsheet - practical exercises based on the application of the basic functions of the program. Formulas, mathematical functions and graphs.*
- 5. Multimedia presentations - rules for developing and presenting presentations. Preparation of a plan and preparation of a presentation about sports - presenting the prepared presentation to the group.*

Teaching and learning methods:

Knowledge assimilation method, lecturing method. Discussion

Methods based on students' practical activities of direct and indirect nature.

Assessment methods:

- 1. Continuous evaluation*
- Practical Work
- Intermediate Written Test

Recommended reading

1.	<i>Word 2010 PL. Seria praktyk, S. Basham, Helion, Gliwice, 2011</i>
2.	<i>Excel 2010 PL. Kurs, W. Wrotek, Helion, Gliwice, 2011</i>
3.	<i>PowerPoint 2010 PL. Ilustrowany przewodnik, R. Zimek, Helion, Gliwice, 2010</i>
4.	<i>Prawo w sieci. Zarys regulacji Internetu, P. Waglowski, Helion, Gliwice, 2005</i>

Authorisation – course coordinator and course teachers (signatures):