UNIVERSITAS NEGERI PADANG
FACULTY OF MATHEMATICS AND NATURAL SCIENCES
MATHEMATICS DEPARTMENT, MATHEMATICS STUDY PROGRAM
Main Campus, Universitas Negeri Padang.
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Module name:	Computer Applications
Module level, if applicable:	Bachelor
Code:	MAT1.62.1002
Sub-heading, if applicable:	-
Classes, if applicable:	Computer Applications
Semester:	1st (first)
Module coordinator:	Department of Mathematics
Lecturer(s):	Meira Parma Dewi, M.Si., and Defri Ahmad, S.Pd., M.Si.
Language:	Indonesian Language and English
Classification within the curriculum:	Compulsory course in the first year (1st semester) Bachelor Degree
Teaching format / class hours per week during the semester:	a. Lectures: Project Based Learning with methods such as expository, discussion, and presentation (1 x 50 minutes = 50 minutes). b. Structured assignment: Weekly individual written assignment (1 x 60 minutes = 60 minutes). c. Individual study (1 x 60 minutes = 60 minutes).
Workload:	Total workload is 90.67 hours per semester which consists of 50 minutes lectures, 60 minutes structured activities, 60 minutes individual study, 170 minutes of laboratory work per week for 16 weeks including midterm and final exam.
Credit points:	2 SKS = 3.02 ECTS
Prerequisites course(s):	None
Course outcomes:	After completing this course, students will be able to: • CO1: Assigns logical functions to data in Microsoft Excel. • CO2 To make visually appealing presentations, use the capabilities in Microsoft Powerpoint. • CO3: Create a blog on blogger, wordpress, or tumblr. • CO4: Using GeoAlgebra application to generate graphs. • CO5: Write programme employing essential Matlab principles.

Content:	This course discusses: 1. Introduction to the basics of computer applications and the applications. 2. Word processing using microsoft word. 3. Number processing using microsoft excel. 4. Presentation tools using microsoft powerpoint. 5. Basics of using several mathematical softwares such as geogebra and matlab.
Study/exam achievements:	The final grade will be weighted as follows: The assessment consists of a final exam (30%), a midterm (20%), assignment (20 %), and practicum (30%). The final and midterm exams are divided into two sections: theory and practical test (120 minutes). Laboratory work (practicum) is intended to apply and reinforce the theories gained during the course. Each student gets a weekly assignment as an individual or group.
Forms of Media	White Board, laptop, Projector, e-learning via elearning2.unp.ac.id, and zoom meeting
Literature	Main: 1. Pierce, John. 2007. Inside Out, Microsoft Office System. Microsoft Press. 2. Langer, Maria. 2007. Creating Spreadsheets and Chart in Microsoft Excel 2017 for Visual Quick Project Guide. Peachpit Press. 3. Bunzel, Tom. 2007. Master Visually Microsoft Office. Visual. 4. Negrino, Tom. 2007. Creating a Presentation in Microsoft Office Powerpoint 2007 for Windows. Peachpit Press. Supporters: 1. Lee, Cristopher. 2012. 150 Powerfull Tips and Trick Microsoft Office 2007. Media Kita. 2. Lee, Cristoper. 2016. Tips Mahir MS Office 2007, 2010, 2013. PT Elex Media Komputindo. 3. Krisianto, Andy. 2016. Jago Fungsi dan Rumus Excel. Kompas Gramedia. 4. Jubilee Enterprise. 2015. Powerpoint untuk seminar dan pameran. PT Elex Media Komputindo. 5. Setyaji, J dkk. 2012. Buku Pintar Ngeblog. Media Kita.

PLO and CO Mapping

	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10
CO1						✔				
CO2					✔					
CO3						✔				
CO4					✔					
CO5					✔					