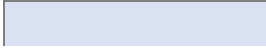


Subject	INFORMATION TECHNOLOGY								
	<table border="1"> <thead> <tr> <th>Type</th> <th>Semester</th> <th>ECTS</th> <th>Code</th> </tr> </thead> <tbody> <tr> <td>(E)</td> <td>II</td> <td>4</td> <td></td> </tr> </tbody> </table>	Type	Semester	ECTS	Code	(E)	II	4	
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(E)	II	4							
Lecturer Course Assistant									
Aims and Objectives	<p>The aim of this course is to prepare students of political science to use IT independently in order to accomplish their tasks on working place.</p> <p>Moreover, students will learn to use available credible information that are available online and they will learn to conduct researches</p>								
Learning Outcomes	<p>Security Concepts</p> <p>Threats to Data, Value of information, Personal security, File security Malware, Definition and function types, Protection, Network security Network, Network Connections</p> <p>IT basic</p> <ul style="list-style-type: none"> • Understand what ICT is, as well as give examples about their application in daily life. • Assess health and safety issues as well as some environmental protection factors that relate to the use of computers • Supporting important legal issues related to copying, copyright protection related to computer usage. • Show his / her knowledge and skills in using common computerfunctions to utilize the help functions. <p>Internet of Things (Internet of Things IoT)</p> <ul style="list-style-type: none"> • Understand how digital transformation transforms information intoaction, creating unique business opportunities • Understand how IoT unites operational technology and informationtechnology systems. 								

	<ul style="list-style-type: none"> • Find out how business processes are transformed to evaluate and solve problems. <p>Introduction to Operating Systems, Differences Between "Open Source and Closed Source"</p> <ul style="list-style-type: none"> • Apply and work with definitions in Windows10 and work with Live IDs • Users and privacy • Work with apps • File management • Partition and file definitions <p>Spreadsheet</p> <p>s Text processing</p> <p>Presentations</p> <p>Communication and impact of social networks</p>																														
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24. Role play



	25. Problem-based learning			10%
Assessment Methods	Assessment Activity	Number	Week	Weight (%)
	14. Lectures	2	1-12	10%
	15. IT Lab	1	4,5,6,7	20%
	16. Seminars	1	12	70%
Course resources	Resources			Number
	15. Classroom (e.g)			1
	16. IT Lab (e.g)			1
	17. Moodle			1
	Windows 10, MS Office 2016 / 2019			1
18. LCD Projector			1	
ECTS Workload	Activity		Weekly	Total workload
	12. Lectures		2	30
	13. Seminars		1	10
	14. IT Lab		1	15
	15. Self learning		2	45
Literature/References	1. Customized material prepared by lecturer			
	2. Video lessons on Moodle			
	3. Windows 8.1, Besnik Skenderi (on moodle)			
	4. MS Word 2010 dhe MS Excel i avancuar 2010, Besnik Skenderi (moodle)			
	5. IT Siguria Besnik Skenderi (moodle)			
	6. MS Excel i Avancuar 2013 (moodle)			
	7. Migrimi ne SharePoint, Besnik Skenderi (moodle)			
	8. Shelly, Cashman and Vermatt, Discovering Computers 2004/2003/2002, Course Tech., 2004/2003/2002. Rainer, Turban & Potter, Introduction to Information Systems, John Wiley			
Contact				