Study program: Class Teacher Education, Preschool Teacher Education, Boarding School Teacher Education	
Type and level of studies: Bachelor studies, first cycle degree program	
Course unit: Informatics	
Teacher in charge: Danimir Mandić, PhD, full professor, Verica Milutinović, PhD, assistant professor	
Language of instruction: English	
ECTS credits and course status: 3 ECTS, mandatory	
Prerequisites: /	
Semester: Winter semester (I)	

Course unit objective

This course, aiming to enhance students' understanding of various issues and applications of information and communication technology (ICT) so that they can use ICT in primary education effectively, provides an overview of contemporary technology for learning including ICT, with emphasis on relating learning ICT to instructional practice in primary education. Introduction to hardware and software platform for computer use, the practical training in the use of different software package, the application of electronic computers in teaching, learning and school administration is provided.

Learning outcomes of Course unit

Student knows the role of information technology in primary education and to apply information technology to teaching and learning activities. Student knows how to create a document in word processor, spreadsheet in Excel, draw a picture in Paint, presentation in PowerPoint, use of audio, video and graphic material, find the desired literature using the software to search for books and magazines in the library.

Course unit contents

Theoretical classes

The role of ICT in modern society. Computers in classroom practice and administration. The concept and structure of information systems. Pedagogical effects of the use of computers in education. Hardware. System and application software. Databases. programming methodology. Computer networks. Educational computer software. ECDL.

Practical classes

Practical use of Microsoft Office applications in education (like MS Word, Excel, PowerPoint).

Literature

Walkenbach, J. (2007). *Office 2007 bible*. Indianapolis, IN: Wiley.

Bunzel, T. (2010). *Easy Microsoft Office 2010*. [Indianapolis, IN: Que Pub.,].

Rothwell, W. (2006). *The handbook of training technologies*. San Francisco: Pfeiffer.

Number of active teaching hours				Other classes: /
Lectures: 30	Practice: 15	Other forms of classes: Mentoring system	Independent work: /	

Teaching methods

Lectures, practical classes, project development, seminars.

Examination methods (maximum 100 points)			
Exam prerequisites	**No. of points:**	**Final exam**	**No. of points:**
Student's activity during lectures	10	oral examination	30
practical classes/tests	20	written examination	20
Seminars/homework	10	....	
Project	10		
Other			

Grading system		
Grade	**Number of points**	**Description**
10	91-100	Excellent
9	81-90	Exceptionally good
8	71-80	Very good
7	61-70	Good
6	51-60	Passing
5	≤ 50	Failing