Akashi College		ollege	Year 2024			Course Title	Inform	nation Processing	
Course	Informa	tion							
Course Co					Course Catego	ry Specialized / Elective			
Class For	mat	nat Lecture			Credits	Credits Academic		Credit: 2	
Departme	ent		Mechanical and Electronic System Engineering			Adv.	1st		
Term	Engineering				Classes per We	r Week 2			
Textbook					,				
	Materials								
Instructor			Kazunari,SUYAMA	Laikei					
(1) Have (2) Under tools (D).		e of the var characteris		s that a computer hats, and can conve			priate choice and process	es (H). them using appropriate	
Rubric									
			Ideal Level		Standard Level		Unacc	Unacceptable Level	
Achievement 1			Fully understand the data formats that computers handle, and their management and protection.		Understand the data formats that computers handle, and their management and protection.		forma	t understand the data ts that computers handle, leir management and tion.	
Achievement 2			Fully understand how to prepare technical documentation and presentation materials, and various techniques.		Understand how to prepare technical documentation and presentation materials, and various techniques.		d prepar docum preser	t understand how to re technical nentation and ntation materials, and s techniques.	
Achievement 3			Fully understand statistical calculations and processing using Excel and ipyson.		Understand statistical calculations and processing using Excel and ipyson.		calcula	t understand statistical ations and processing Excel or ipyson.	
Assigne	ed Depar	tment Ol	ojectives						
Teachin	ng Metho	d							
The proper handling of information is essential for engineers in all areas of specialty. Improving the absorbed create the materials used in various types of presenting is an important task for conveying technology includes papers, posters, and presentations. From the data handled by computers to material creation various applications, the aim of this course is to learn advanced information application technology and provide explanations aimed at boosting skills.									
Style		will be to From we Office ar	ons on data formats that computers handle and their management and protection in weeks 1 and 2 aught in a lecture-style format. Sek 3 to week 15, lessons on creating technical documentation and presentation materials using MS and statistical calculations and processing using Excel and ipyson, will be taught in lecture-style and formats.						
Notice guaran Rotice assignr take th			urse's content will amount to 90 hours of study in total. These hours include the learning time eed in classes and the standard self-study time required for pre-study / review, and completing nent reports. Since there is no prerequisite knowledge required, students from all departments can e course. S who miss 1/3 or more of classes will not be eligible for evaluation.						
Charact	teristics	•	Division in Le						
	e Learning		☑ Aided by I		☑ Applicable to	o Remote Cla			
Course	Dlan						LAPCIT	structor Professionally enced	
course	riall						ГЕХРЕП		
	1		Theme			Goals	ΓΕΧΡΟΙΙ		
			Theme	formats that comp	outers handle	Goals Understand		enced	
		1st	Explain the data and their characters	nal structure, stora		Understand handle and t	the data for heir charact	enced mats that computers	
		1st 2nd	Explain the data and their charact Explain the inter networks of com Explain styles, ch	nal structure, stora nputers.	age, and	Understand handle and tunderstand networks of Understand	the data for heir charact the internal computers. styles, chap	mats that computers reristics. structure, storage, and ters, sections,	
		2nd	Explain the data and their charact Explain the inter networks of com Explain styles, ch fonts, and indent Explain paste lin	teristics. That structure, storal puters. Thapters, sections, puters found in docume	paragraphs, ent creation.	Understand handle and t Understand networks of Understand paragraphs, creation. Understand	the data for heir charact the internal computers. styles, chap fonts, and i	mats that computers seristics. structure, storage, and ters, sections, ndents found in document and paste metafile for	
1-1	1st Quarter	2nd 3rd	Explain the data and their charactexplain the internetworks of comexplain styles, characteristics, and indentations and tables, and of the second styles.	teristics. That structure, storal puters. Thapters, sections, puters found in docume	paragraphs, ent creation.	Understand handle and t Understand networks of Understand paragraphs, creation. Understand pictures and	the data for heir charact the internal computers. styles, chap fonts, and i paste link at tables, and	mats that computers seristics. structure, storage, and ters, sections, ndents found in document	
1st Semeste r		2nd 3rd 4th	Explain the data and their charact Explain the internetworks of commetworks of commetworks of commetworks, and indented Explain paste line and tables, and commetword Create and submetword Create technical Describe how to	teristics. Inal structure, storal puters. hapters, sections, puts found in docume with and paste metafil cross-reference. Init technical docume documentation using create different diagrams.	paragraphs, ent creation. le for pictures mentation using	Understand handle and to Understand networks of Understand paragraphs, creation. Understand pictures and Create and Sword Create technunderstand Understand	the data for heir charact the internal computers. styles, chap fonts, and i paste link at tables, and submit technical docume how to crea	mats that computers seristics. structure, storage, and ters, sections, and and paste metafile for cross-reference. sical documentation using entation using PowerPoint te different diagrams,	
		2nd 3rd 4th 5th	Explain the data and their charact Explain the internetworks of commetworks of commetworks of commetworks of commetworks, and indentification in the internetwork of commetword. Create and submetword Create technical Describe how to templates, and sexplain effective	teristics. Inal structure, storal puters. hapters, sections, puts found in docume with and paste metafil cross-reference. Init technical docume documentation using create different diagrams.	page, and paragraphs, ent creation. le for pictures mentation using ng PowerPoint. agrams, avback.	Understand handle and to Understand networks of Understand paragraphs, creation. Understand pictures and Create and Sword Create technunderstand templates, au Understand	the data for heir charact the internal computers. styles, chap fonts, and i paste link at tables, and submit technical docume how to creand slides / reffective technical technical des / reffective technical docume how to creand slides / reffective technical documents and slides / reffective technical documen	mats that computers seristics. structure, storage, and ters, sections, and and paste metafile for cross-reference. sical documentation using entation using PowerPoint te different diagrams,	
		2nd 3rd 4th 5th 6th	Explain the data and their charact Explain the internetworks of commercial Explain styles, characteristics, and indentification of the styles, and tables, and commercial Create and submitted Create technical Describe how to templates, and sexplain effective including image,	rnal structure, stora puters. hapters, sections, puters found in docume k and paste metafil cross-reference. nit technical docume documentation usi create different diaslides / masters. techniques and play audio, and video compresentation documentation documentation usi create different diaslides / masters.	paragraphs, ent creation. le for pictures mentation using ng PowerPoint. agrams,	Understand handle and t Understand networks of Understand paragraphs, creation. Understand pictures and Create and S Word Create techr Understand templates, a Understand including im	the data for heir charact the internal computers. styles, chap fonts, and i paste link at tables, and submit technical docume how to creand slides / reffective tecage, audio, nical present	mats that computers seristics. structure, storage, and ters, sections, and and paste metafile for cross-reference. hical documentation using entation using PowerPoint te different diagrams, masters.	
		2nd 3rd 4th 5th 6th 7th	Explain the data and their charact Explain the internetworks of commercial Explain styles, characteristics, and indentification of the styles, and tables, and commercial Explain paste line and tables, and commercial Create and submitted Create technical Describe how to templates, and so Explain effective including image, Create technical using PowerPoin	rnal structure, stora puters. hapters, sections, puters found in docume k and paste metafil cross-reference. nit technical docume documentation usi create different diaslides / masters. techniques and play audio, and video compresentation documentation documentation usi create different diaslides / masters.	paragraphs, ent creation. le for pictures mentation using ng PowerPoint. agrams, ayback, lata. mentation	Understand handle and t Understand networks of Understand paragraphs, creation. Understand pictures and Sword Create techr Understand templates, a Understand including im. Create techr using Power	the data for their charact the internal computers. styles, chap fonts, and i paste link at tables, and submit technical docume how to creand slides / reffective tecage, audio, nical present Point	mats that computers seristics. structure, storage, and ters, sections, and paste metafile for cross-reference. sical documentation using PowerPoint te different diagrams, masters. chiques and playback, and video data.	
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	12th	Explain file prot	plain file protection, encryption, and security.			Can protect, encrypt, and secure files.			
	13th	Explain a cloud- development en		ractive program	Understand a cloud-assisted interactive program development environment.				
	14th	Explain databas execution.	e analysis tha	at used interactive	Understand database analysis that used interactive execution. Understand the summary.				
	15th	Summary							
	16th	16th No final exam				No final exam			
Evaluation	Method and	d Weight (%)							
		Assignments					Total		
Subtotal	0	100	0	0	0	0	100		
Basic Proficiency	0	0	0	0	0	0	0		
Specialized Proficiency	0	100	0	0	0	0	100		
Cross Area Proficiency	0	0	0	0	0	0	0		