

Tsuyama College		Year	2021		Course Title	Practice in Information Processing I
Course Information						
Course Code	0011		Course Category	Specialized / Elective		
Class Format	Lecture		Credits	School Credit: 1		
Department	Advanced Mechanical and Control System Engineering Course		Student Grade	Adv. 1st		
Term	First Semester		Classes per Week	2		
Textbook and/or Teaching Materials						
Instructor	TERAMOTO Takayuki					
Course Objectives						
Learning purposes : To acquire information processing skills through exercises and to deepen the knowledge and skills necessary to judge and evaluate information.						
Course Objectives : 1. To be able to create the necessary documents for each research topic. 2. To be able to use spreadsheet software to organize data and create effective graphs for their own research topics. 3. To be able to solve problems for given tasks.						
Rubric						
	Excellent	Good	Acceptable	Not acceptable		
Achievement 1	To be able to prepare documents at the level to be submitted to academic conferences on their own research topics.	To be able to prepare documents in accordance with the format of academic conferences on their own research topics.	To be able to prepare a reformatted document on your research topic.	Cannot create a document on his/her own research topic that meets the purpose.		
Achievement 2	Be able to use spreadsheet software to organize data and create effective graphs on their own research topics at a level that can be used in papers.	To be able to use spreadsheet software to organize general data and create effective graphs for their own research topics.	To be able to use spreadsheet software to organize data and create effective graphs for their own research topics to some extent.	Cannot organize data and create effective graphs using spreadsheet software in relation to their own research theme		
Achievement 3	To be able to solve problems by fully utilizing software for a given task.	To be able to use software to solve a given problem.	To be able to propose a solution to a given problem by using software.	Cannot solve a problem or propose a solution to a given problem.		
Assigned Department Objectives						
Teaching Method						
Outline	General or Specialized : Specialized  Field of learning : Experiment and practice  Foundational academic disciplines : Information science, information engineering and related fields/ Statistical science related, computer systems related, software related  Relationship with Educational Objectives :This class is equivalent to "(2) Acquire basic science and technical knowledge".  Relationship with JABEE programs :The main goals of learning / education in this class are "(C)Mastery of information technology, C-1", also "A-1, " and "C-2" is involved.  Course outline : Information retrieval, organization, management and integration, presentation, and information dissemination using information technology are the literacy skills of modern engineers. In this course, students who have already mastered the basic literacy skills are given exercises to acquire more advanced application skills, customization skills, and expression skills.					
Style	Course method :The class will be conducted mainly through exercises. Exercises will be conducted so that students can acquire the overall knowledge required for information processing. Students are required to write reports to deepen their understanding. In addition, students will make presentations and presentations to organize and present the information they have compiled.  Grade evaluation method : Planning and execution of exercises and submission of assignments 50%. Participation in the presentation and discussion 40%. Results of peer evaluation of presentations and submitted assignments 10%.					

Notice	Precautions on the enrollment : This is a class that requires study outside of class hours. A total of 45 hours of study is required per credit, including both class time and study outside class time. Follow the instructions of the instructor regarding study outside of class hours.
	Course advice : This course cannot be taken at the same time as Seminar in Fundamental Information Processing I. However, it is possible to take Seminar in Fundamental Information Processing II or Seminar in Applied Information Processing II. As a preparatory study to be done in advance, research information on the papers of the conference to which you belong. In addition, review how to use the seminar room.
	Foundational subjects : Courses and exercises related to information processing in each department
	Related subjects : Engineering Ethics (1st year), Information Processing Application Exercise II (1st year), Information Processing Basic Exercise II (1st year)
	Attendance advice : The contents are independent of each other, so that students can study by themselves from anywhere. Due to the nature of the course, it is not necessarily necessary to be familiar with all the topics, but the focus is on information processing techniques that are necessary for engineers to write reports and papers and to present at conferences. Students are encouraged to deepen the necessary parts according to their own themes. It is necessary to get used to the environment of the exercises, and at the same time, it is necessary to make efforts to establish an environment where similar exercises can be performed in each laboratory.

### Characteristics of Class / Division in Learning

<input type="checkbox"/> Active Learning	<input type="checkbox"/> Aided by ICT	<input type="checkbox"/> Applicable to Remote Class	<input type="checkbox"/> Instructor Professionally Experienced
--	---------------------------------------	---	--

### Elective Subjects

### Course Plan

			Theme	Goals
1st Semester	1st Quarter	1st	General explanation and exchange of information with Basic Information Processing Exercise I [Guidance].	Understanding the Overview
		2nd	Registration in the exercise system and setting of personal information and exercise environment [Setting].	Able to set up the exercise environment and start the exercise.
		3rd	Exercises to master basic document creation techniques (formatting, document style unification).	Understand basic document creation techniques (formatting, document style unification) and confirm the contents through exercises.
		4th	Exercises to master the basic techniques of document creation (cross-referencing).	Understand the basic techniques of document creation (cross-referencing) and confirm their content through exercises
		5th	Exercises to master basic document creation techniques (image processing, etc.).	Understand basic document creation techniques (e.g., image processing) and confirm their contents through exercises.
		6th	Workflow creation exercise.	Understand the creation of a workflow and confirm its contents through exercises.
		7th	Exercises with free software, including creating PDF files.	Understand free software, such as PDF file creation, and review its contents through exercises. Exercises with free software, including creating PDF files.
		8th	Exercises in basic spreadsheet software techniques and macro language (1)	To understand the basic skills of spreadsheet software and exercise 1 macro language, and to confirm the contents through exercises.
	2nd Quarter	9th	Exercises in basic spreadsheet software techniques and macro language (2)	To understand the basic skills of spreadsheet software and exercise 2 of macro language, and to confirm the contents in the exercise
		10th	Exercises in spreadsheet software applications (1)	Understand spreadsheet application example exercises and confirm their content through practice.(1)
		11th	Exercises in spreadsheet software applications (2)	Understand spreadsheet application example exercises and confirm their content through practice.(2)
		12th	Exercises in spreadsheet software applications (3)	Understand spreadsheet application example exercises and confirm their content through practice.(3)
		13th	Preparation and presentation of a comprehensive assignment (1)	Comprehensive presentation to confirm understanding and mutual evaluation.(1)
		14th	Preparation and presentation of a comprehensive assignment (2)	Comprehensive presentation to confirm understanding and mutual evaluation.(2)
		15th		
		16th		

### Evaluation Method and Weight (%)

	Examination	Presentation	Mutual Evaluations between students	Behavior	Problem	Other	Total
Subtotal	0	40	10	0	50	0	100
Basic Proficiency	0	0	0	0	0	0	0
Specialized Proficiency	0	40	10	0	50	0	100

Cross Area Proficiency	0	0	0	0	0	0	0
------------------------	---	---	---	---	---	---	---