

Course Syllabus

NOTE: This syllabus is subject to change during the semester. Please check the syllabus on a regular basis for any updates.

Department : Agriculture
Course Title : Computers in Agriculture
Section Name : AGRI 1309
Start Date : 1/18/11
End Date : 5/7/11
Modality : Face to Face
Credits :

Instructor Information

Name : R. Mikel Lemons
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Course Description

An introductory course in the application of microcomputers in the agricultural environment. Students will be encouraged to develop a management system in some aspect of the farming and ranching industry. (SCANS 1,2,3,5,6,8,9)

Prerequisites/Corequisites

There are no prerequisites for this class.

[Scans](#)

(SCANS 1,2,3,5,6,8,9)

Course Objectives

LEARNING OUTCOMES: After completion of this course, the student will be able to demonstrate competency in:

1. Using the internet for research and communication as it pertains to agriculture.
2. Using Microsoft Windows XP
3. Using the Microsoft Word program
4. Using the Microsoft Excel spreadsheet program
5. Using the Microsoft Power Point program

Required Readings/Materials

There are no required reading materials, although books on basic computing skills could be used.

Course Requirements (Lectures, Assignments and Assessments)

Summary of Assignments & Activities

Item(Name)	Type	Description	Due
Attach paragraph to instructors email	In class assignment	Students will type a message and then attach to an email.	First class day
Internet investigation	In class assignment	Students will learn to investigate prices and quality of equipment from internet sites.	Week one
Who am I?	In Class assignment for	Students will type one page	Week one

	Word program.	about themselves and then change into different fonts and colors and attach to instructors email .	
Buying my farm or ranch.	In Class assignment	Student will investigate the possibility of buying a farm or ranch and attach the results to instructor email.	Week two
Amortization	In Class assignment	Students will learn to use amortization tables and programs available on the internet.	Week three
My Budget	Class assignment in Excel	Students will develop an annual budget and apply it to and excel spread sheet.	Week four
My research investigation	Class assignment	Students will start an internet investigation for research in their given field	Week five
My Research Cont'd	Class Assignment	Students will collect research materials for a paper. The area will be agreed upon by the instructor and the student.	Week six
My Research paper	Class assignment	Students will write a research paper according using APA standards.	Week 11
Power Point	Class assignment	Students will develop a Power Point Presentation of their research project.	Week 13
Power Point Presentation	Final Exam	Students will give their research power point to the class.	Final Exam

CLASS ACTIVITIES: Participation in class and being diligent with your own work is a must to complete the course in a timely fashion. The student will complete each

tutorial and turn the required material in for credit. Each student will complete a research paper using Microsoft Word and the Internet and then apply it to the Power Point program for presentation.

Special Needs

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432- 335-6861 to request assistance and accommodations.

CLASS PARTICIPATION: Attendance in class is required. Absences will have a direct impact on your grade. If you are going to be absent or late for any reason, call and let me know why. If you are absent more than three class periods, you will probably be too far behind to catch up.

Expectations for Engagement – Face to Face Learning

To help make the learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the learning environment. Students and instructors are welcome to exceed these requirements.

Reasonable Expectations of Engagement for Instructors

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will
 - provided my contact information at the beginning of the syllabus;
 - respond to all messages in a timely manner through telephone, email, or next classroom contact; and,
 - notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of **emergencies during the time I'm unavailable.**
2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will
 - provide clear information about grading policies and assignment requirements in the course syllabus, and
 - communicate any changes to assignments and/or to the course calendar to students as quickly as possible.
3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will
 - return classroom activities and homework within one week of the due date and
 - provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

Reasonable Expectations of Engagement for Students

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will
 - attend the course regularly and line up alternative transportation in case my primary means of transportation is unavailable;
 - recognize that the college provides free wi-fi, computer labs, and library resources during regular campus hours to help me with completing my assignments; and,
 - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my personal computer equipment or internet service is unreliable.

2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to,
 - missing class when a major test is planned or a major assignment is due;
 - having trouble submitting assignments;
 - dealing with a traumatic personal event; and,
 - having my work or childcare schedule changed so that my classroom attendance is affected.

3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will
 - seek out help from my instructor and/or from tutors;
 - ask **questions if I don't understand; and,**
 - attend class regularly to keep up with assignments and announcements.

GRADING SYSTEM:

CLASS ATTENDANCE	5 PTS
MICROSOFT WORD	15 PTS
INTERNET RESEARCH PAPER	30 PTS
MICROSOFT EXCEL	20 PTS
POINT PRESENTATION	30 PTS

GRADING SCALE:

A	90% TO 100%
B	80% TO 90%
C	70% TO 80%
D	60% TO 70% POWER
F	BELOW 60%

