



## COURSE SPECIFICATION 1<sup>st</sup> SEMESTER

**Course Name** : Information Technology and Communication (ICT)  
**Code** : KL 211  
**Credit** : (2-1)

### Course Description:

Information and Communication Technology courses are basic courses designed to achieve basic student competencies in understanding the direction of the development of the information age, utilizing computer hardware and software as information technology devices, understanding the use of the internet wisely, and utilizing information technology in agriculture and society.

### References:

Baldauf and Stair. 2011. Succeeding with Technology. Course Technology. ISBN: 0-538-74578-9.

Alan Evans, Kendall Martin, Mary Anne Poatsy. 2015. Technology in Action. Pearson Education Limited

[Perangkat Keras dan lunak Komputer](#)  
[Tutorial Microsoft Word](#)

### Topics:

1. Character Information
2. Impact of ICT on Knowledge Workers
3. Understanding the Internet
4. The use of internet to search for information
5. Search Engine Operation
6. Internet Agriculture
7. Telecommunication
8. The basis for creating a UMY Blog and developing a UMY Blog
9. Descriptive writing filling
10. Types of hardware, how hardware works, types of software, how software works, work synchronization of hardware and software
11. Practice using MS Word for writing assignments, exams according to standards
12. Practice using MS Excel for assignments, exams according to standards
13. Practice using MS PPT for assignment presentations according to the standard
14. Practice using Corel Draw to support lectures activities