LECTURE EXAMS STUDY GUIDE

LECTURE EXAM #1

On Monday, February 15, 2015, you will take your first Lecture Exam. The Lecture Exam uses the same format as the Lecture Quizzes in Canvas. The Lecture Exam will consist of about 50 questions and will cover the homework assignments and lectures identified below. There is no set time for the Lecture Exam; however it shall be taken in the CS110 lab and it shall be started anytime between 7:00am and 3:00pm. The Lecture Exam MUST be completed by 4:00 pm.

The best way to study for this exam is by reviewing your notes from each of the reading assignments listed below, the review material, your on-line quizzes, and the lecture handouts. Good Luck!

LECTURE AND HOMEWORK ASSIGNMENT CONTENT

• Reading
  • File Management and Backup (http://ssts.uwo.ca/support/helpdocuments/filemgmtbackup.html)
  • Computers for Beginners (http://www.cincinnatilibrary.org/main/techcenterhandouts/comp-for-beginners-1.pdf)
  • Oded Goldreich – How to write a paper (http://www.wisdom.weizmann.ac.il/~oded/R2/re-writing.pdf)

• Review material
  • New Features in Microsoft Office 2013 (https://www.youtube.com/watch?v=yO9Vyk9280)
  • Computer Basics Videos: 2 and 3 (http://gcflearnfree.org/computerbasics)
  • Word Videos: 4, 5, 7, 8, 9, 18, 17 (http://www.gcflearnfree.org/office2013/word2013)

• Lectures
  ✓ Computer Basics
  ✓ Bites, Bytes, and Files
  ✓ How to Design a Document
On Monday, March 28, 2015, you will take your second Lecture Exam. The Lecture Exam uses the same format as the Lecture Quizzes in Canvas. The Lecture Exam will consist of about 50 questions and will cover the homework assignments and lectures identified below. There is no set time for the Lecture Exam; however it shall be taken in the CS110 lab and it shall be started anytime between 7:00am and 3:00pm. The Lecture Exam MUST be completed by 4:00 pm.

The best way to study for this exam is by reviewing your notes from each of the reading assignments listed below, the review material, your on-line quizzes, and the lecture handouts.  Good Luck!

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**LECTURE AND HOMEWORK ASSIGNMENT CONTENT**

- **Reading**
  - Introduction to the Internet – Read Things 1-2, pages 4-8 (http://www.20thingsilearned.com/en-US/what-is-the-internet/1)
  - Evolving Internet – Read Thing 18, pages 54-57 (http://www.20thingsilearned.com/en-US/page-load/1)

- **Review material**
  - Powerpoint Videos: 8, 9, 10, 11, 14, 17, 18, 19, 20, 21, 22, 27
    (http://www.gcflearnfree.org/office2013/Powerpoint2013)

- **Lectures**
  - Searching for Information
  - Creating an Effective Presentation
  - Citation Tools and Databases
  - Security and Privacy
On Monday, May 2, 2015, you will take your third Lecture Exam. The Lecture Exam uses the same format as the Lecture Quizzes in Canvas. The Lecture Exam will consist of about 50 questions and will cover the homework assignments and lectures identified below. There is no set time for the Lecture Exam; however it shall be taken in the CS110 lab and it shall be started anytime between 7:00am and 3:00pm. The Lecture Exam MUST be completed by 4:00 pm.

The best way to study for this exam is by reviewing your notes from each of the reading assignments listed below, the review material, your on-line quizzes, and the lecture handouts. Good Luck!

**LECTURE AND HOMEWORK ASSIGNMENT CONTENT**

- **Reading**
  - Data Analysis and Presentation (http://www.statcan.gc.ca/pub/12-539-x/2009001/analysis-analyse-eng.htm)
  - Three Elements of Successful Data Visualization (https://hbr.org/2013/04/the-three-elements-of-successf)

- **Review material**
  - Excel Videos: 7, 8, 9, 11, 13, 14, 15, 16, 18, 19, 21, 22, 26, 27, 28 (http://www.gcflearnfree.org/office2013/Excel 2013)

- **Lectures**
  - Excel Concepts
  - Excel Formulas
  - Excel Charts
  - Excel Tables