

<b>Module title</b>		<b>Abbreviation</b>
Basic data processing		07-SQA-EDV-092-m01
<b>Module coordinator</b>		<b>Module offered by</b>
holder of the Chair of Zoology III		Faculty of Biology
<b>ECTS</b>	<b>Method of grading</b>	<b>Only after succ. compl. of module(s)</b>
2	numerical grade	--
<b>Duration</b>	<b>Module level</b>	<b>Other prerequisites</b>
1 semester	undergraduate	--
<b>Contents</b>		
<p>In this module, students will acquire fundamental computer skills that are essential not only for students of biology: - up-to-date information on hardware and software, data protection and data security - basic information on Windows and Linux operating systems - in the area of software, the course will focus on Office applications students will be required to work with during their university studies: word processing, spreadsheets, presentation and database software - in addition, the course will focus on topics from the areas of communication technology, the internet, network technology and image processing</p>		
<b>Intended learning outcomes</b>		
<p>Students have developed fundamental knowledge on the state of the art in the area of computers and software for bioscientists. They have gained an overview of prevalent operating systems and know how to backup and protect data. Students are able to use MS Office-like software to address in particular scientific issues and know how to search for information on the internet. They know how to create and maintain web pages and are familiar with tools for these purposes. Students are proficient in image editing software and techniques and know how to embed images into documents in specific formats, as they will be required to do when writing scientific publications.</p>		
<b>Courses</b> (type, number of weekly contact hours, language — if other than German)		
Ü (no information on SWS (weekly contact hours) and course language available)		
<b>Method of assessment</b> (type, scope, language — if other than German, examination offered — if not every semester, information on whether module is creditable for bonus)		
written examination (approx. 20 minutes)		
<b>Allocation of places</b>		
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<b>Additional information</b>		
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<b>Referred to in LPO I</b> (examination regulations for teaching-degree programmes)		
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<b>Module appears in</b>		
keinem Studiengang zugeordnet		