Course Unit	Information Systems and Decision Support			Field of study	Computer Science		
Bachelor in	Veterinary Nursing			School	School of Agriculture		
Academic Year	2019/2020	Year of study	2	Level	1-2	ECTS credits	5.0
Type	Semestral	Semester	2	Code	9085-408-2204-00-19		

Workload (hours)	135	Contact hours	T	15	TP	-	PL	30	TC	-	S	-	E	-	OT	20	O	-

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s)	Pedro Miguel Lopes Bastos

Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:
1. Explore the full potential of computer processing, providing it with knowledge and practices in various generic tools.
2. Get full integration in the current context of Information Systems, enabling it to act consciously in themes such as Information System planning, development, operation and management.
3. Get all the databases general concepts. Databases architecture and functionality.
4. File system management and Databases system management. Relational databases. Models for the development of databases. Entity and Relationship Model.

Prerequisites

Before the course unit the learner is expected to be able to:
Not applicable

Course contents

Operating systems, information systems, software, databases and Databases system management.

Course contents (extended version)

1. Operating systems
   - Operating systems parts, types, functions, file system maintenance, communications.
2. Information systems
   - Data and Information; Information systems, Information System planning and development.
3. Software
   - Microsoft Excel; formulas and functions; Databases; Drafting and editing graphics; Macros; Forms.
4. Databases
   - Microsoft Access databases, databases systems management, relational model; standardization.

Recommended reading

1. Gouveia, F. , 2014. Fundamentos de bases de dados. FCA-Editora de Informática, Lisboa, Portugal, 440 p.
2. Loureiro, H. , 2014. Excel 2013 Macros & VBA, Curso Completo, FCA - Editora de Informática, Lisboa, Portugal.
3. Marakas, G. M. , 2007. Administração de sistemas de informação, McGraw-Hill, EUA, 537 pp.
4. Pogue, D. , 2013. Windows 8. Missing Manual. O'Reilly Media, CA, EUA, 930 pp.
5. Prendergast, H. , 2014. Front Office Management for the Veterinary Team. 2ª edição, Saunders Elsevier - Health Sciences Division, Filadélfia, EUA, 483 pp.

Teaching and learning methods

Classes with provision of contents, and tutorial implementation examples. Learning of some informatics tools; Practical works for solidification of knowledge, based in some interim works.

Assessment methods

- Alternative 1 - (Regular, Student Worker) (Final, Supplementary, Special)
   - Final Written Exam - 50%
   - Practical Work - 50%

Language of instruction

Portuguese

Electronic validation

Pedro Miguel Lopes Bastos	Sérgio Alípio Domingues Deusdado	Hélder Miranda Pires Quintas	António José Gonçalves Fernandes
11-11-2019	13-11-2019	13-11-2019	13-11-2019