

Computer Applications (CAPP)

CAPP 120. Introduction to Computers. 3 Credits.

A literacy-based approach is used to survey the computer and the computer industry. Topics covered include: Microcomputer applications, input, processor, output, auxiliary storage, file and database management, communications, information system life cycle, program development and systems software, and trends, issues and career opportunities in the computer industry. An opportunity for hands-on work with standard software packages including word processors, electronic spreadsheets, database systems, and graphics packages is presented in lab sections.

Course Fees: \$5.35

CAPP 151. MS Office. 3 Credits.

An in-depth integrated application using the case method will be developed. Students will learn to use the integrated tools in modern applications programs to save time and increase the accuracy and integrity of the overall information used in building reports. OLE and file linking will be used extensively. Visual BASIC scripting will be used to increase application cohesion.

Course Fees: \$5.35

CAPP 156. MS Excel. 3 Credits.

Application of MS Excel spreadsheet software and Excel's Impact on business practices in many industries and scenarios will be investigated. The basics of MS Excel are covered including formatting of sheets, cells, entering data, creating formulas and multiple sheet access, tables, printing, and formulas. Some advanced MS Excel capabilities will be explored including pivot tables, list management, template/model creation, and graphic presentation.

CAPP 158. MS Access. 3 Credits.

This course addresses the fundamental concepts of computerized database management and database design, with emphasis on the relational model. It includes hands-on experience using MS Access in creating databases, forms, reports, and queries. Prerequisite: Basic Computer Skills.

CAPP 191. Special Topics. 3 Credits.

Courses not required in any curriculum for which there is a particular one-time need, or given on a trial basis to determine acceptability and demand before requesting a regular course number.

CAPP 192. Independent Study. 3 Credits.

Provides an opportunity for students to engage in directed research and study on an individual basis rather than in a formal class environment.

CAPP 266. Advanced MS Excel Applications. 3 Credits.

This class includes theory and applications of spreadsheet software. Also included are advanced features such as programming, web linking, scripting, goal seeking, solver, application integration, list management, complex models, macro implementation, graph creation, and graphic presentation of analyzed data will be covered. Prerequisite: CAPP 120 or higher, M 121 or higher.

CAPP 291. Special Topics. 3 Credits.

Courses not required in any curriculum for which there is a particular one-time need, or given on a trial basis to determine acceptability and demand before requesting a regular course number.

CAPP 292. Independent Study. 3 Credits.

Provides an opportunity for students to engage in directed research and study on an individual basis rather than in a formal class environment.

CAPP 298. Cooperative Education. 1-12 Credits.

A planned and supervised work-learning experience in industry, business, government, or community service agencies related to the University program of study. Prerequisites: two semesters of attendance at Montana State University-Northern, approval of advisor, chairperson of department and cooperative education coordinator.

CAPP 391. Special Topics. 3 Credits.

Courses not required in any curriculum for which there is a particular one-time need, or given on a trial basis to determine acceptability and demand before requesting a regular course number.

CAPP 392. Independent Study. 3 Credits.

Provides an opportunity for students to engage in directed research and study on an individual basis rather than in a formal class environment.

CAPP 491. Special Topics. 3 Credits.

Courses not required in any curriculum for which there is a particular one-time need, or given on a trial basis to determine acceptability and demand before requesting a regular course number.

CAPP 492. Independent Study. 3 Credits.

Provides an opportunity for students to engage in directed research and study on an individual basis rather than in a formal class environment.

CAPP 498. Cooperative Education. 1-12 Credits.

A planned and supervised work-learning experience extending the student's learning experience in industry, business, government, or community service agencies related to the University program of study. Prerequisites: CAPP 298 or Junior standing and approval of advisor, Dean of the College of Technical Sciences, and cooperative education coordinator.