SCHOOL	SCHOOL OF HEALTH SCIENCES		
DEPARTMENT	NURSING DEPARTMENT		
EDUCATION LEVEL	UNDERGRADUATE – (bachelor's degree)		
LESSON CODE	0805.1.005.0	SEMESTER	1ST
LESSON TITLE	Clinical Placement - Community Nursing II		

SELF-ENDED TEACHING ACTIVITIES	TEACHING HOURS/WEEK	CREDITS
Theory	2	
Tutoring	1	4
Practical Workshop		
Clinical Placement		
Total	2	

Total	ELECTIVE COMPULSORY
PREREQUISITE COURSES	NO
LANGUAGE (S) OF INSTRUCTION/ EXAMINATION	GREEK
THE COURSE IS OFFERED TO ERASMUS STUDENTS	NO
ELECTRONIC COURSE PAGE	https://eclass.hmu.gr/courses/YN103/

Learning Outcomes

The aim of the course is to provide students with the basic knowledge about Information and Communication Technologies (ICT), so that they can acquire the appropriate theoretical and practical background for the efficient use of these technologies.

Upon successful completion of the course, the student will be able to:

• Understand the basic concepts of Information Technology and Communications (ICT), the way and principles of operation and organization of a computer system, as well as the Internet, with an emphasis on their use in health services (information handling etc).

• Apply and use a computer system in office automation tasks, use to exploit and manage the basic services of a personal computer operating system in the organization, management, and retrieval of information, and be able to efficiently use a word processor for writing well-structured scientific reports and articles.

• Understand and be able to effectively manage a computer system, maintain digital records, communicate via email and be able to search for information on the internet in scientific knowledge bases and databases.

General Skills
Searching, analyzing data and information using IT, adapting to new environment, Making decisions, Working autonomously, Generating new research ideas, Exercising criticism and self-criticism, Promoting free, creative and inductive thinking.

Course Content (theory)	
1st Week	Introduction to computer science, definitions and concepts. Historical development, applications in Health. Developments and perspectives.
2nd Week	Digital and analog signals. Basic principles of information coding. Numeric systems and number representation in different systems. Basic concepts of digital representation.
3rd Week	Computer System, Information System. The Von Neuman PC architecture. Description of CPU parts and function. Information input & output units.
4th Week	Representation of information in computer memory. The main memory Fetch-Execute cycle. Types and operation of PC memories. Examples of data representation in memory word (RAM memory).
5th Week	Memory units, capacity of memory. Unit conversions. Organization mass memory, memory operation (hard disk, magnetic tape, optical and SSD drives).
6th Week	Physical interface of PC units. Types of CPU communication buses. The relationship between address bus and memory capacity. Exercises. Parity check. The CPU timing clock. Virtual memory.
7th Week	Software. Definitions, categories of software. Operating Systems. Multi-user, multi-project systems. Advantages disadvantages.
8th Week	The principle of time sharing. Memory cycle. Application to multi-user and multi-project systems.
9th Week	Folders and files. Tree-like folder structure. File types and storage. Data structures. File protection principles on multi-user, multi-project systems.
10th Week	Communication and computer networks. Types of networks. Topologies. Advantages and disadvantages
11th Week	Network architecture. Cloud computing. Network structure.
12th Week	The Internet. Characteristics. The world wide web. Information search tools. Bid data. Databases and data knowledge bases. Medical information retrieval.
13th Week	Special IT applications in Health. Advantages of using IT in health services. Representative examples. Trends and perspectives in the Health Sector. Robots in Health rector. Telemedicne.

Course content (tutoring)	
1st Week	E-class familiarization and registration, demonstration of key features. Using web browsers, accessing the internet, and browsing websites. Download, transfer and save data from web pages. Application exercises.
2nd Week	Familiarity with windows, (handling, management of folders, programs, basic principles). Use of e-mail, (opening an account, sending, receiving, forwarding, attaching files, etc.). Application exercises.
3rd Week	Introduction to word processing. Key features, page layout, text formatting, spelling, paragraph formatting, image import from file and web, borders, headers and footers, lists and numbering. Application exercises.
4th Week	Insert symbols, footnotes, comments, cross-references. Style management and formatting. Captions, initials. Application exercises
5th Week	Create, import, format and manage tables. Sort into tables, Save and recall file. Storage history. Compatibility with previous software versions. Application exercises.
6th Week	Image editing, image overlay. General principles in word processing and overall formatting. Dealing with integrated issues.

7th Week	Create and manage a table of contents. Print page settings. Print page preview. Application exercises.
8th Week	Page layout. Units. Capitalization of text. Create a book. Application exercises.
9th Week	Manage and change styles. Page rotation.
10th Week	Implementation of formal application exercises (from 1 to 3) from e-class.
11th Week	Implementation of formal application exercises (from 4 to 7) from e-class.
12th Week	Implementation of formal application exercises (from 7 to 10) from e-class.
13th Week	FINAL EXAM

TEACHING and LEARNING METHODS – EVALUATION	
PROVIDING COURSE METHODS	- Lecturer presentation using Power Point - Demonstration of examples, solving exercises - Exercises for practice – work in the lab. - Search and watch tutorials through search engines - Group exercises and discussion on the proposed solutions
USE OF INFORMATION AND COMMUNICATION TECHNOLOGY	- Use of the e-class electronic platform to store presentations in digital format for easy access by the students. - Use of the computer Lab (hardware and software) - Use of Libre Base software
TEACHING ORGANIZATION	Material organization in sections, use of slides, commenting, discussion of concerns.

STUDENT EVALUATION	Theory: Final evaluation Tutorial: Final evaluation in the lab.

RECOMMENDED BIBLIOGRAPHY

A] THEORY

1. Electronic notes of the teacher in the e-class.

2. Teacher exercises.

3. Book [12845261]: INTRODUCTION TO INFORMATION, PAPADAKIS N. - PANAGIOTAKIS S. - PSARAKI M. ISBN: 978-960-9495-24-0

4. B. Giberitis, Skills in the Information Society Applications of Informatics, B. Giourdas Publishing, ISBN 978-960-387-575-8, 2007

5. Introduction to Computers, Peter Norton, Giola Publications.

B] Lab Tutorial

1) Electronic notes of the teacher in the e-class.

2) User manuals for the Libre Writter.

3) Windows 8 Office 2013, Mary Glava, DISIGMA Publications, 2014, ISBN: 878-960-9495-38-7.

4) Learn Microsoft Office 2019 easily, Book Code in Eudoxos: 86194037, Xarchakos Konstantinos I., Karolidis Dimitrios A., Avakas Publications, ISBN: 978-960-6789-25-0