

## Department:

Agriculture

## Course Description:

This course is designed for students who have had some experience with computers. The course will cover the start-up dialogue, care and maintenance of software and hardware, and what to look for when purchasing a farm computer system. The course will also emphasize the use of integrated software packages and their agricultural applications.

## Course Competencies:

Upon completion of the course, the student should be able to:

1. Accomplish start-up procedures, establish a process for backing up files, and accomplish other general processes and procedures common to using computers.
2. Compare features of various computer systems in order to make an appropriate purchase of a farm computer system.
3. Synthesize basic computer programs for personal use, individual agriculture operations, or future employment.
4. Create agriculture related applications using word processing, spreadsheet, graphics, and database software.

## Course Content:

- A. Computer Systems
- B. Buying a Farm Computer System
- C. Software Applications
  1. Word processing
  2. Spreadsheets
    - a. Cost and returns for livestock and crops
    - b. Genetic evaluations
    - c. Livestock rations including least cost calculations
    - d. Financial planning
    - e. Graphic displays
  3. Database Uses and Applications for Farm Record Keeping
  4. Other Programs and Applications

## Learning Assessments:

Course competencies will be assessed by use of regular exams, quizzes, and class assignments.

## Instructional Materials:

Microcomputers in Agriculture, Hawk.

### Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students **must** complete the "Disabilities Self-Identification Form" at this link:  
<https://highlandcc.edu/pages/disability-services>.

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.