

**COMPUTERS IN AGRICULTURE**  
**AG 111 Spring 2021**  
**Online Course Syllabus**

**Instructor:** Cindy Schumacher

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**Office Location:** Virtually

**Credits:** 3

**Office Hours:** Schedule a virtual meeting ( on Zoom)

**Required Supplies:** A memory storage device and access to a computer and the internet

**Course Objectives:** Upon successful completion of this course students will:

- Have a fundamental understanding of Microsoft Word, Excel, Power Point, Prezi, and basic website design. Students will have the ability to apply this knowledge to practical tasks in word processing, spreadsheets, presentations and website development.
- Write a professional letter using Microsoft Word.
- Develop a marketing flyer and brochure using Microsoft Word or Microsoft Publisher.
- Develop a spreadsheet and apply charts for simple analysis using Microsoft Excel.
- Design an oral presentation using Microsoft PowerPoint.
- Design a simple website using a web editor.

**Tentative Grading Procedure:** Final grades are earned based on the following:

	<b>#</b>	<b>points</b>	<b>Total</b>
Weekly Assignments (homework)	9 weeks	20/week	180
Article Study Questions	8	10 each	80
Term Project	1	150	<u>150</u>
			<b>410</b>

\*\*Additional assignments may be given at the instructor's discretion\*\*

**Grade Determination:**

A= 90%

B= 80%

C= 70%

D= 60%

F= <60%

## **Class Guidelines and Information:**

1. **Weekly Assignments** will be due on the following Sunday after they were assigned. For example, Week One in Moodle is Monday, March 29th to Sunday, April 4th. Assignments for Week One will be due Sunday, April 4th (see the schedule below for details). Late work will be accepted for up to ½ credit unless prior arrangements have been established with the instructor. Weekly assignments are worth 20 points a week. Some weeks have a few shorter assignments while some weeks have just one longer assignment.
2. There are **8 Articles** outlining a current technology in agriculture assigned. These articles will have study questions associated with them. Each article's study questions are worth 10 points.
3. You will have a **Term Project** due at the end of the term that focuses on a current technology in agriculture. There will be more information about this project posted on the Moodle. The term project is worth 150 points.
4. **Incompletes** are given in the event a student completes the majority of the course work, but for some valid reason misses a portion of the class. Before an incomplete is given, the student must sign a contract with the instructor stating how and when the work is to be made up. The awarding of an incomplete is at the discretion of the instructor
5. You have until Friday 5pm of the seventh week to **withdraw from a class** without a grade penalty. If dropping this class puts you below 12 credits and you are on financial aid, you may lose your financial aid. If you fail to drop by Friday 5pm of the seventh week, and you do not fall into 4 or 5 from above, you will receive a letter grade for this course.
6. Students are expected to **follow all school policies** and be courteous and respectful to the students around them.

## **Administrative Details:**

Board Policy P1015: Non-discrimination, Non-harassment Policy

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws. (For further information <http://po.linnbenton.edu/BPsandARs/> )

LBCC Disability Services: Students who use accommodations in a regular classroom should contact their Instructors as soon as possible. If you have never had support from the LBCC Center for Accessibility Resources office, you can send an email or

call 541.917.4789. Accommodations for online courses may be different than those for traditional classrooms. It is important that you contact LBCC Center for Accessibility Resources as soon as possible to discuss solutions and options.

#### Administrative Rule 7030-02: Academic Dishonesty in Work

Students at LBCC are responsible for pursuing their studies with honesty and fairness, and in a manner that respects the rights and dignity of others. Students must not engage in acts of dishonesty or cheating. Academic dishonesty includes, but is not limited to, such acts as forgery, changing or misuse of college documents and records of identification, cheating, plagiarism, aiding or abetting cheating or plagiarism, knowingly furnishing false information to the college or copying college software. An instructor has the right to issue a grade of "F" for the assignment or course in which the instructor has reason to believe the student has violated the Academic Integrity policy.

**ASSIGNMENT SUBMISSION SCHEDULE-See Moodle for Due Dates**

**DUE DATE**

**TOPIC & ASSIGNMENTS**

Week 1  
(3/29-4/4)

**Course Introduction** – Syllabus review  
*Assignments:* Discussion Board Introduction Post, Basic Internet Navigation Skills Assessment, Google Docs Problem Statement, Commenting & Editing Examples, Flyer

Week 2  
(4/5-4/11)

**Email Etiquette**  
*Assignments:* Professional Email Assignment, Bibliography Assignment, Micro-Irrigation Article & Study Questions

Week 3  
(4/12-4/18)

**Cover Letters & Resumes**  
*Assignments:* Professional Letter: Cover Letter and Resume, Track Changes in Microsoft Word, Drones in Agriculture Article & Study Questions

Week 4  
(4/19-4/25)

**Excel**  
*Assignments:* Wilco Excel, Production Measurement Excel, Robotics in the Dairy Industry Article & Study Questions

Week 5  
(4/26-5/2)

**Technology and Research**  
*Assignments:* Mail Merge Assignment, GPS in Agriculture Article & Study Questions

Week 6  
(5/3-5/9)

**Advanced Excel**  
*Assignments:* Enterprise Budget, Alternative Energy in Agriculture Article & Study Questions

Week 7  
(5/10-5/16)

**Prezi**  
*Assignments:* Prezi Assignment, Genetically Modified Crops and Organisms Article & Study Questions

Week 8  
(5/17-5/23)

**PowerPoint**  
*Assignments:* PowerPoint Presentation Assignment, CRISPR in Agriculture Article & Study Questions

Week 9  
(5/24-5/30)

**Website Construction and Design**  
*Assignments:* Google Sites Assignment, Prime Editing in Agriculture Article & Study Questions

Week 10  
(5/31-6/6)

**Term Project-** take this week to finish your final project