



ICT-U CAMEROON, P.O. Box 526 Yaounde, Cameroon

Schools and Programs

DETAILED ICT-U PROGRAMS AND CORRESPONDING CREDIT HOURS

Important note on English as a Second Language (ESL) and International Computer Driving License (ICDL):

English as a Second Language (ESL): The courses detailed in this document are all taught in English. However, students with French or Spanish as their first language will be offered the opportunity to go through a one-semester intensive English as a Second Language (ESL) program to prepare the students for our ICT University courses. This one semester program DOES NOT count towards the student's degree. The details of the ESL program follow the explanation of the ICDL.

International Computer Driving License (ICDL):

The ICDL demonstrates a student's ability to use a computer and its most popular computer applications. Candidates have to pass tests in the following seven modules as the first three (3) credit hour course at ICT-U. The ICDL program is for anyone who wishes to become fully competent in the use of a computer and common applications. Each ICDL module provides a practical program of up-to-date skills and knowledge areas which are validated by a test.

For students to achieve a solid base of skills and knowledge, therefore attaining a minimum level of digital literacy, it is recommended that candidates complete and attain certification in a minimum of four ICDL modules. Students are required to take training on each module prior to taking the test. Each module is tested separately with each test lasting no longer than 45 minutes. For a recommended level of ICT competence to be achieved, a certification of a minimum of seven ICDL modules is appropriate. In order to achieve the ICDL certification, individuals must pass a test for each of the seven modules.

ALL ICT-U students MUST take this course which counts for three (3) credit hours towards their degree. This course will be open to members of the public who just wish to do this as their part of their professional development, without engaging in any of ICT-U's degree programs.



- Module 1 - Concepts of ICT
- Module 2 - Using the Computer and Managing Files
- Module 3 - Word Processing
- Module 4 - Spreadsheets
- Module 5 - Using Databases
- Module 6 - Presentation
- Module 7 - Web Browsing and Communication
- Module 8 - 2D Computer Aided Design
- Module 9 - Image Editing
- Module 10 - Web Editing
- Module 11 - Health Information Systems Usage
- Module 12 - IT Security
- Module 13 - Project Planning

English as a Second Language (ESL) Detailed Program: Organized in five modules

English as a Second Language Module 1

Conversation Skills Are Developed

• Reading and writing are important skills, but we begin the ESL program with emphasis on listening and speaking. The main focus of the program is developing one's ability to use English in everyday personal and workplace situations.

The student will receive a student assignment booklet and CD which are designed to help you learn to speak English. The student needs to follow the directions in the student assignment booklet to understand how and when to use each component of the program.

English as a Second Language Module 2

Literacy in the Workplace

The student will learn the essentials of basic English necessary to survive on the job.

- Completing simple forms and asking for directions
- Identifying places at work
- Following simple instructions for using common machines at work
- Greeting customers, taking their orders and offering assistance
- Understanding good work habits
- Working with money, both at work and at home
- Following safety rules at work
- Reading help wanted ads, and completing a job application

English as a Second Language Module 3



Everyday English

The student will learn the essentials of basic English necessary to survive in any English speaking country

- Introducing and completing an identification form
- Reading maps, following directions and using a payphone
- Calendars, times and dates, store hour signs, and the weather
- The supermarket, reading price tags and expiration dates
- Shopping for clothes, comparison shopping, and writing checks
- Buying or renting a home, asking for simple repairs
- Making doctors' appointments, listening to doctors' instructions
- Reading help wanted ads, completing job applications
- Using public transportation and reading traffic signs

English as a Second Language Module 4

Basic Skills in Reading

The student readings include a variety of sources such as popular literature, classical literature, articles, reviews, and workplace-related materials.

- Fiction - includes many different examples from novels and short stories
- Nonfiction - biographies, autobiographies, essays, magazine articles, reviews
- Poetry and Drama - popular, social, and classical aspects of each are covered
- Prose and Visual Information - brochures and ads, calendars and schedules, forms and documents, manuals and handbooks, drawings and diagrams, charts and graphs

English as a Second Language Module 5

Basic Skills in Writing

Writing is a form of expression and communication. When the student writes well, others can understand what they are saying. The student will learn to use the writing process to their advantage.

- Essay and Creative Writing - the writing process, narrative writing, descriptive writing, expository writing, persuasive writing
- Workplace and Personal Writing - letter writing, job search writing, workplace writing, explanatory writing, report writing
- Grammar Guide - mechanics, usage, sentence structure
- Writing Handbook - models, editing, checklist, proofreading



A. BACHELORS DEGREE PROGRAMS (BSc) IN INFORMATION AND COMMUNICATIONS TECHNOLOGY

B. ACADEMIC MAJOR 1: INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)

C. TOP-UP B.S. IN ACCOUNTING INFORMATION SYSTEMS

Program Overview

The Top-Up Bachelor of Science in Accounting Information Systems is a three semester program for students taking classes in the Spring, Summer and Fall semesters. Students are required to complete at least 15 credit hours selected from a list of the core and required courses offered. All students prior to graduation must carry out some scientific research project supervised one-on-one by a faculty member. See below for a list of some of the selected core courses:

Course name: Advanced Accounting I (3 credit hours)

Course content: The content of this course includes a comprehensive examination and analysis of the accounting principles and procedures that are applicable to special areas of business. The topics covered are partnerships, consignments, installment sales, branches, business combinations, consolidations, bankruptcy, foreign exchange, and estates and trusts. Focus is placed on problem solving.

Course name: Advanced Accounting II (3 credit hours)

Course content: This course includes a comprehensive examination and analysis of the accounting principles and procedures that are applicable to special areas of business. The topics covered are partnerships, consignments, installment sales, branches, business combinations, consolidations, bankruptcy, foreign exchange, and estates and trusts. Emphasis is placed on problem solving.

Course name: Auditing principles (3 credit hours)

Course content: This course presents a thorough examination of audit programs and procedures. It emphasizes the review of internal controls as required during an audit engagement, as well as the considerations pertaining to both clients and corporation. The basic fundamental of auditing principles will be explored.



Course name: Object Oriented Analysis and Design (3 credit hours)

Course content: This course creates software systems engineering principles combining object-oriented design principles and methods amplified by computer assisted engineering technology. The course employs the use of the unified modeling language and, through student group work project; it applies these elements to the system development life cycle. This course incorporates intensive writing, as student project teams are required to submit a comprehensive project report and a PowerPoint presentation. It also offers specialized Systems Development Computer Laboratory and open laboratory practices.

Course name: Advanced Information Systems Design (3 credit hours)

Course content: This course is the first of a two-part core course for IT majors. Students will be required to work in groups, they will select a systems project to analyze and design using the knowledge and skills learned in their previous courses. The course emphasizes on project management. The instructor and students are required to critique all projects weekly.

Course name: Advanced Information Systems Implementation (3 credit hours)

Course content: This is the second part of the core course for IT majors. The student groups are required to implement and document the systems project designed in the earlier course using an appropriate computer programming language or database management system. Instructor and students make a weekly critique of all projects.

Course name: Intermediate Accounting I (3 credit hours)

Course content: This course is designed to extend a student's knowledge of financial accounting practices. It focuses on understanding the hypothetical framework that provides the foundations for the development of various accounting standards, regulations and practices. A review of the accounting cycle, including adjusting, correcting, reversing, and closing entries follows the regulation practice. Students will study how to organize accurate and complex financial statements including required disclosures that must accompany an organization's income statement, balance sheet and statement of cash flows; and how time value of money impacts the recording of various transactions. The course also includes a presentation of techniques to analyze income measurement and profitability analysis.

Course name: Intermediate Accounting II (3 credit hours)



Course content: This course is designed to extend a student's comprehension of financial accounting practices. It focuses on an improved knowledge of a company's assets and begins a discussion of liabilities. Students will study the recording and disclosure requirements for cash and receivables, inventories, long-lived operational assets and investments, which also serve as financial instruments for an organization. The course ends with a presentation of recording and disclosure requirements for current and long-term liabilities.

Course name: Pre-Calculus (3 credit hours)

Course content: This course emphasizes algebra and concepts of functions. Students will learn the properties and graphing techniques for different types of functions including: linear, polynomial, rational, trigonometric, exponential, and logarithmic functions. Students will also learn to solve a variety of real world problems that rely on a number of different problem solving strategies and an understanding of these different types of functions.

Course name: Calculus I (3 credit hours)

Course content: This course introduces single-variable calculus. It embodies topics such as limits, continuity, derivatives, differentiation, integration and the Fundamental Theorem of Calculus. Students will gain experience solving real-world problems involving calculus, including problems in business, economics, natural sciences and social sciences.

Course name: Discrete Mathematics (3 credit hours)

Course content: This course is structured to introduce students to mathematical topics which are related to the design, programming, and application of computers. Topics include propositional logic, number systems, mathematical induction, algorithms and pseudo code, encryption, matrix manipulation, and graph theory.

Course name: Applied Statistics (3 credit hours)

Course content: This is an elementary course in the application of statistics. Students will learn how to apply statistical techniques to a variety of applications in business and the social sciences in this course. They will also learn how to solve statistical problems by hand and through the use of computer software. Topics in this course include probability distribution functions, sampling distributions, estimation, and hypothesis testing and linear regression.

Course name: Introduction to Western Philosophy (3 credit hours)



Course content: This course offers a broad-spectrum introduction to the big questions of philosophy, including questions of existence, knowledge, freedom and meaning. The intention of the course is to introduce students to great thinkers and theories while engaging them in the exploration of the same beginning questions applied to contemporary issues.

Course name: Introduction to Ethics (3 credit hours)

Course content: This course introduces students to ethical theory of how people make decisions about how to take care of one another. It stresses the historical and theoretical development of answers to such questions as: What kind of a person do I want to be? How do we outline out what the right thing to do is? The basic principles of ethics and contemporary societal problems will be discussed.

Course name: Logic, Language and Argumentation (3 credit hours)

Course content: This course involves the study of the elementary doctrine of correct and incorrect argument, historical forms of deductive logic, and the significance of language and clear verbalization. Basic critical thinking skills will be introduced along with the fundamentals debate presentation.