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Title: Spreadsheets and Data Presentation
Status: Definitive
Code: **4502AMPCC** (127599)
Version Start Date: 01-08-2021

Owning School/Faculty: Engineering
Teaching School/Faculty: Coleg Cambria

Team	Leader
Karl Jones	Y

Academic Level: FHEQ4 **Credit Value:** 10 **Total Delivered Hours:** 33
Total Learning Hours: 100 **Private Study:** 67

Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Lecture	11
Practical	11
Tutorial	11

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Portfolio	AS1	Portfolio of evidence	100	

Aims

To provide an audio production student with a rudimentary knowledge of fundamental maths, statistics and data analysis, using spreadsheet formulae and graphs, integrated within a technical report.

Learning Outcomes

After completing the module the student should be able to:

- 1 Perform fundamental mathematical and statistical analysis of data using spreadsheets
- 2 Graphically present technical data in an appropriate manner and integrate into other presentation forms and reports

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

Portfolio of evidence	1	2
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Outline Syllabus

Spreadsheet usage; cell types, absolute and relative referencing

BIDMAS and use of formulae

Multi-sheet referencing

Data cleansing and table organisation (pivot tables)

Graphs; types, uses and presentation

Basic algebra and equation manipulation

Ratio, proportion, rates of change

Binary and hexadecimal conversion and simple digitization

Statistical methods, Mean, Mode Median and range, confidence, correlation, regression and Anova

Technical report layout and writing

Graphical and tabular data presentation and integration within reports.

Discussion of data within technical reports.

Macros and inserting sound files into spreadsheets

Basic electronics laboratory skills

Learning Activities

Lectures, tutorials and practical sessions

Notes

This level 4 module is an essential integrating element of the first year of study. It provides students with relevant mathematical and technical skills to support all aspects of their university studies