

# 101-1 Preliminary Syllabus, Da-Yeh Univ

Information			
Title	商務軟體進階應用	Serial No. / ID	2068 / IMM1020
Dept.	資訊管理學系	School System / Class	大學日間部1年1班
Lecturer	徐牧群	Full or Part-time	兼任
Required / Credit	Optinal / 3	Graduate Class	No
Time / Place	(一)78 / A402-1(二)9 / A402-1	Language	Chinese

Introduction
Describes various types of business software, and make the students familiar with the operation of the business software and advanced practical applications.

Outline
<ol style="list-style-type: none"><li>1. Advanced Business Software Applications (word processing, presentations, spreadsheets, databases)</li><li>2. Open PDF</li><li>3. Image and video processing</li><li>4. Advancted network software applications</li><li>5. Advanced Clouds Business Software Applications</li></ol>

Prerequisite
Basic Computer Knowledge