

## STV83 : Cell Phone Basics

### General Information

Author:	<ul style="list-style-type: none"><li>Maria Czech</li></ul>
Course Code (CB01) :	STV83
Course Title (CB02) :	Cell Phone Basics
Department:	STV
Proposal Start:	Fall 2025
TOP Code (CB03) :	(0799.00) Other Information Technology*
CIP Code:	(11.9999) Computer and Information Sciences and Support Services, Other.
SAM Code (CB09) :	Possibly Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000651665
Curriculum Committee Approval Date:	Pending
Board of Trustees Approval Date:	Pending
Last Cyclical Review Date:	Pending
Course Description and Course Note:	STV 83 introduces smart phone use for beginners. Students learn about basic cell phone settings, OS configuration, phone call basics, SMS (texting), contacts, cameral use, basic privacy & security, e-mail, file management, native applications, and app installation in the iPhone and Android. Lecture 16 hours. Note: This course is Pass/No Pass only.
Justification:	New Course
Academic Career:	<ul style="list-style-type: none"><li>Noncredit</li></ul>
Mode of Delivery:	<ul style="list-style-type: none"><li>To-Be-Announced (TBA)</li></ul>
Author:	No value
Course Family:	No value

### Academic Senate Discipline

Primary Discipline:	<ul style="list-style-type: none"><li>Computer Information Systems (Computer network installation, microcomputer technology, computer applications)</li></ul>
Alternate Discipline:	
Alternate Discipline:	

## Course Development

### Basic Skill Status (CB08)

Course is not a basic skills course.

Allow Students to Gain Credit by Exam/Challenge

### Course Special Class Status (CB13)

Course is not a special class.

### Pre-Collegiate Level (CB21)

No value

### Grading Basis

- Pass / No-Pass Only

### Course Support Course Status (CB26)

Course is not a support course

## General Education and C-ID

### General Education Status (CB25)

Not Applicable

### Transferability

Not transferable

### Transferability Status

Not transferable

## Units and Hours

### Summary

<b>Minimum Credit Units (CB07)</b>	0
<b>Maximum Credit Units (CB06)</b>	0
<b>Total Course In-Class (Contact) Hours</b>	16
<b>Total Course Out-of-Class Hours</b>	16
<b>Total Student Learning Hours</b>	16

### Credit / Non-Credit Options

#### Course Type (CB04)

Non-Credit

#### Noncredit Course Category (CB22)

Short-Term Vocational.

#### Noncredit Special Characteristics

No Value

#### Course Classification Code (CB11)

Workforce Preparation Enhanced Funding.

Variable Credit Course

#### Funding Agency Category (CB23)

Not Applicable.

Cooperative Work Experience Education

Status (CB10)

### Weekly Student Hours

	In Class	Out of Class
Lecture Hours	16	0
Laboratory Hours	0	0
Studio Hours	0	0

### Course Student Hours

<b>Course Duration (Weeks)</b>	18
<b>Hours per unit divisor</b>	24
<b>Course In-Class (Contact) Hours</b>	
Lecture	16

Laboratory	0
Studio	0
<b>Total</b>	16

**Course Out-of-Class Hours**

Lecture	16
Laboratory	0
Studio	0
<b>Total</b>	16

**Time Commitment Notes for Students**

No value

**Units and Hours - Weekly Specialty Hours**

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

**Units and Hours: Profile Name**

**Summary**

<b>Minimum Credit Units (CB07)</b>	0
<b>Maximum Credit Units (CB06)</b>	0
<b>Total Course In-Class (Contact) Hours</b>	0
<b>Total Course Out-of-Class Hours</b>	0
<b>Total Student Learning Hours</b>	0
<b>Faculty Load</b>	0

**Detail**

**Weekly Student Hours**

	In Class	Out of Class
Lecture Hours	0	0
Laboratory Hours	0	0
Studio Hours	0	0

**Course Student Hours**

<b>Course Duration (Weeks)</b>	18
<b>Hours per unit divisor</b>	54
<b>Course In-Class (Contact) Hours</b>	
Lecture	0

Laboratory	0
Studio	0
<b>Total</b>	<b>0</b>

**Course Out-of-Class Hours**

Lecture	0
Laboratory	0
Studio	0
<b>Total</b>	<b>0</b>

**Time Commitment Notes for Students**

No Value

**Faculty Load**

**Extra Duties:** 0

**Faculty Load:** 0

**Units and Hours: Profile Name - Weekly Specialty Hours**

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

**Units and Hours: Profile Name**

**Summary**

<b>Minimum Credit Units (CB07)</b>	0
<b>Maximum Credit Units (CB06)</b>	0
<b>Total Course In-Class (Contact) Hours</b>	0
<b>Total Course Out-of-Class Hours</b>	0
<b>Total Student Learning Hours</b>	0
<b>Faculty Load</b>	0

**Detail**

**Weekly Student Hours**

**Course Student Hours**

	<b>In Class</b>	<b>Out of Class</b>	<b>Course Duration (Weeks)</b>	18
Lecture Hours	0	0	<b>Hours per unit divisor</b>	54

Laboratory Hours	0	0
Studio Hours	0	0

**Course In-Class (Contact) Hours**

Lecture	0
Laboratory	0
Studio	0
<b>Total</b>	<b>0</b>

**Course Out-of-Class Hours**

Lecture	0
Laboratory	0
Studio	0
<b>Total</b>	<b>0</b>

**Time Commitment Notes for Students**

No Value

**Faculty Load**

Extra Duties: 0

Faculty Load: 0

**Units and Hours: Profile Name - Weekly Specialty Hours**

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

**Prerequisites, Corequisites, Recommended Corequisites, and Recommended Preparation**

**Advisory**

ESL30 - ENGLISH AS A SECOND LANGUAGE LEVEL 3 (in-development)

**Objectives**

- Write paragraphs at the low-intermediate level with sufficient unity.
- Develop coherence and mechanical accuracy.
- Demonstrate mastery of grammatical structures studied at a level sufficient to pass unit tests and the divisional grammar mastery test for this level.
- Converse at a functional level adequate for everyday use on the campus and in the community.
- Respond to questions about recorded and live speeches, dialogues, role plays, and lectures.
- Decode 2,500-word reading passages, respond to inference and recall questions, and utilize a monolingual English dictionary to advantage.

**Entry Standards**

Entry Standards	Description
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No value

No value

## Course Limitations

Cross Listed or Equivalent Course

Description

No value

No value

## Specifications

Methods of Instruction

Methods of Instruction

Lecture

Methods of Instruction

Laboratory

Methods of Instruction

Multimedia

Methods of Instruction

Collaborative Learning

Methods of Instruction

Demonstrations

Out of Class Assignments

N/A

Methods of Evaluation

Rationale

Exam/Quiz/Test

Skills exercises at the end of each lecture/demonstration

Textbook Rationale

Students will use free and open resources for this course.

Textbooks

Author

Title

Publisher

Date

ISBN

**Other Instructional Materials (i.e. OER, handouts)**

<b>Description</b>	Android guidebook
<b>Author</b>	No value
<b>Citation</b>	No value
<b>Online Resource(s)</b>	<a href="https://guidebooks.google.com/pixel?hl=en-us">https://guidebooks.google.com/pixel?hl=en-us</a> ( <a href="https://guidebooks.google.com/pixel?hl=en-us">https://guidebooks.google.com/pixel?hl=en-us</a> )

**Learning Outcomes****Course Objectives**

Describe basic cell phone hardware, software, and network/internet connectivity.

Configure OS settings and preferences.

Verify that basic privacy and security settings are in place.

Complete cell phone communication functions such as phone calls, texts, and e-mail.

Navigate to and use cell phone native applications such as the clock, calculator, and camera.

Perform file management tasks including uploading/downloading files to cloud storage services.

Download, install, and use applications from the Apple App Store or Google Play.

**SLOs**

Identify cell phone type, OS, network, and wi-fi connection.

Expected Outcome Performance: 70.0

Successfully use cell phone communication features.

Expected Outcome Performance: 70.0

Install and use both native and non-native applications.

Expected Outcome Performance: 70.0

## Course Content

### Lecture Content

#### Cell Phone Basics (4 Hours)

- Defining cell phones
- Defining cell phone networks
- OS Navigation & Configuration
- Settings
- Privacy & Security
- Accessibility
- Phone Calls & Voice Mail
- Contacts
- Texting
- Voice Recognition Software

#### Cell Phone Native Apps (4 Hours)

- Calculator
- Clock
- Calendar
- Camera
- E-mail & Attachments
- Photos & File Management
- MyGCC, E-mail & Canvas
- Apple AppStore & Google Play
- Apple & Google App Fundamentals

#### Informational Apps (4 Hours)

- QR Codes
- Internet Browsers
- News, Weather, & Sports
- Maps & Traffic
- Wikipedia
- Health & Vital Signs apps

#### Purchasing and Recreational Apps. (4 Hours)

- YouTube, Netflix, Hulu, etc.
- JustWatch
- eCommerce, Banking, & Payment apps
- Amazon, Craigslist & eBay
- Ridesharing & Delivery apps
- Games

**Total Hours: 16**

## Additional Information

### Repeatability

Repeatable

### Justification (if repeatable was chosen above)

Non-credit courses

**Is it possible this course will have a material fee?**

No Value

**I have contacted my library liaison (<https://campusguides.glendale.edu/faculty/liasons>):**

No Value

**What term(s) will this course be offered?**

No Value

**Will any additional resources be needed for this course? (Click all that apply)**

No Value

**If additional resources are needed, add a brief description and cost in the box provided.**

No Value

## **Resources**

**Did you contact your departmental library liaison?**

No

**If yes, who is your departmental library liaison?**

Shelley Aronoff (ESL-Noncredit, Noncredit Business & Life Skills)

**Did you contact the DEIA liaison?**

No

**Were there any DEIA changes made to this outline?**

No

**If yes, in what areas were these changes made:**

No Value

**Will any additional resources be needed for this course? (Click all that apply)**

- No

**If additional resources are needed, add a brief description and cost in the box provided.**

No Value