

# CIS 5.2 - Introduction to Computer Applications

Instructor  
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# About Me.

## Education:

B.F.A. Theater, SMU

M.A. Computer Science, Brooklyn College

PhD. Candidate, CUNY Computer Science  
- Research Area, Semantic Web

## Work Experience:

- Lots of random stuff
- 6 years technology recruiting firm.

# Why are you here?

If you:

- Are already an expert with office applications.
- Have no desire to ever work behind a desk.

Then you probably don't need to be here. Speak to me after class.

Otherwise, pay attention. I am going to make the case that what you learn, in this class, may be more useful than anything else you learn in college.

# What you think you know.

*"I think there is a world market for about five computers."*

- Tom Watson, then IBM chairman, 1958

How could someone so smart, say something so dumb?

1. At the time computers were just glorified calculators.
2. Nobody had created a "killer app" for the computer... yet.

# Killer Applications

A "killer application" is any computer program that is so necessary or desirable that it:

1. Proves to be the core value of some larger technology. (Halo, Tetris)
2. Dramatically changes human behavior. (Email)
3. Dramatically changes business operations. (The Wang 1200 WPS, VisiCalc, Presenter, Codd's RDBMS).

A killer application is a "game changing" program. After it comes out the world is different in some small (or quite large) way.

# Killer App # 1





# The Wang 1200 WPS (1974)

- Created by Dr. An Wang and Dr. G. Y. Chu.
- Large remote terminal computer system, that allowed businesses to digitally edit, store and print documents.
- Overnight changed how governments and large corporations handled creating and editing documents.

Modern Descendants Include:

Wordperfect, OpenOffice.org WordProcessor, Google Docs, and of course MS Office Word.

# Killer App # 2





# Visicalc (1979)

- VisiCalc was the first ledger or spreadsheet program available for personal computers.
- It turned the microcomputer from a toy into a serious business tool.
- VisiCalc sold over 700,000 copies in six years.

## Modern Descendants Include:

Quicken, OpenOffice.org Spreadsheet, Google Spreadsheet, and of course MS Office Excel.

C11 (L) TOTAL C1  
25

	A	B	C	D
1	ITEM	NO.	UNIT	COST
2				
3	MUCK RAKE	43	12.95	556.85
4	BUZZ CUT	15	6.75	101.25
5	TOE TONER	250	49.95	12487.50
6	EYE SNUFF	2	4.95	9.90
7				
8			SUBTOTAL	13155.50
9			9.75% TAX	1282.66
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11			TOTAL	14438.16
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# Killer App #3



# Relational DBMS (1970's)

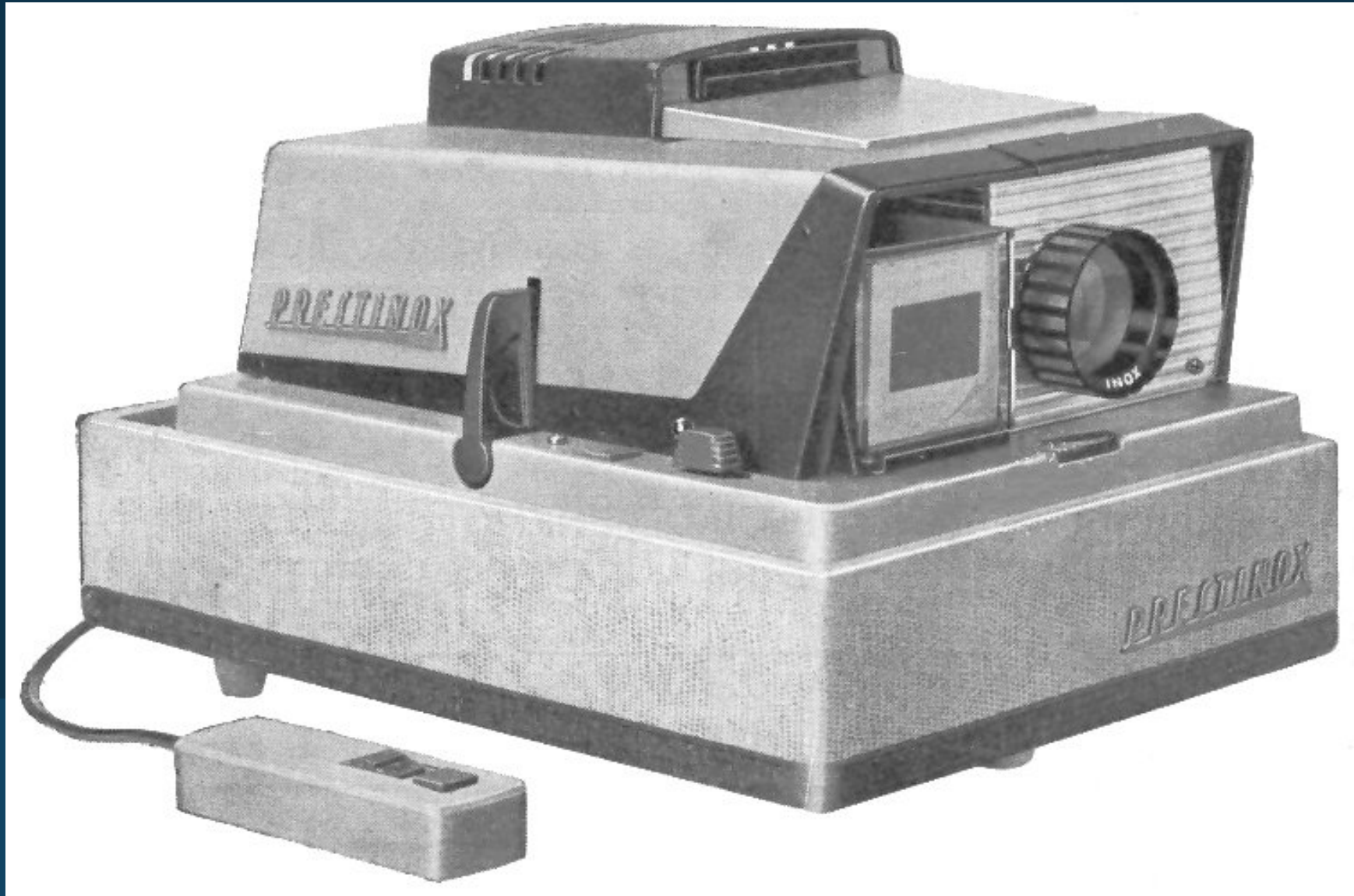
- Proposed by E.F. Codd in 1970.
- Previous models stored data hierarchically (like phone book).
- Codd's idea was to use a "table" of fixed-length records.
- Tables describe the relationships between pieces of data.

## Modern Descendants Include:

Oracle, MySQL, MS-SQL, OpenOffice.org Database, Google Forms and of course Microsoft Access.



# Killer App # 4



# Presenter (1984)

- Much easier to use than other types of visual aid (hand-drawn or mechanically typeset slides, blackboards, whiteboards, overhead projections).
- Presentations could be stored indefinitely, modified on a whim and easily transformed into a variety of other mediums at will.

Modern Descendants Include:

OpenOffice.org Presentation, Google Presentation and of course Microsoft PowerPoint.



# What Office Skills are Worth

1. Pure Clerical Help: \$7/8 hour

Filing, faxing, light physical labor, no computer skills.

2. Data Entry Help: \$11/12 hour

Touch typing 20+ wpm, but no real computer knowledge.

3. Jr. Secretary: \$13/14 hour [roughly 26-28k/yr]

Touch typing 30+ wpm, basic computer knowledge, type letters, answer phones, make coffee.

4. General Admin Assistant: \$17/18 hour [roughly 34-36k/yr]

Touch typing 40+ wpm, strong Word, Excel, PowerPoint skills.

5. Exec. Admin Assistant: \$20+ hour [roughly 40k+/yr]

As above, with 4+ years experience, email, web, office skills.

# About that last slide...

- I got the information above from an HR director friend at a Manhattan financial firm. It's what their temps get paid.
- The difference between having Word, Excel, and PowerPoint skills and not having those skills is \$10/hr.
- Almost all of the permanent Admin Assistants at this firm (some make 90k/yr) started out as temps. I don't know how else to stress how important basic office computer skills are.

*NOTE: At this firm, their unwritten rule is (even for the pure clerical stuff) they won't employ anyone without at least an associates degree. So you need two years of college, just to operate their fax machine... that must be some fax machine.*

# "I want to be more than a temp."

- Good! Dream Big!
- Then ask yourself, will your dream job be easier or harder if you proficient with the killer office apps.

How useful is this specific class?

- I love history, but I don't know anyone who ever got a job because they could name the principal combatants of the War of 1812.
- I know LOTS of people who got jobs because of the computer skills that they had.

Somebody is paying for you to be here in this class.

Get your moneys worth...