**Kennesaw State University**

**Information Technology Department**

**IT 1113 Programming Principles**

**Instructor:** Dr. Becky Rutherfoord, J393, brutherf@kennesaw.edu

3 class hours; 0 lab hours; 3 credit hours.

**Prerequisite: None**

An introduction to concepts, principles and skills of fundamental by using a methodology that places a high value to generate right answers those are easy to read, maintain, and modify.

**Course outcomes:**

Students will be able to:

1. analyze the real-world problems and design algorithmic/programming solutions.
2. use conditional expressions, functions, and control structures.
3. Analyze, write, test and debug program code within an interactive programming environment.
4. demonstrate a consistent and readable programming style based on the coding convention and standards.

**Course Information:**

The textbook, D2L content, links and other supplemental material will be the basis for all test taking and assignments. You will have 3 tests, 6 programming assignments, and 4 discussions. There will be no additional final exam.

Your grading scale will be as follows: 90 and above - “A”

80 - 89 - “B”

70 - 79 - “C”

60 - 69 - “D”

59 & below - “F”

3 tests: 60% of grade

6 Programming Labs: 30% of grade

4 Discussions: 10% of grade

**Attendance & Participation policy:**

Participation is expected. You are responsible for all material and announcements in the news tool and D2L email.

You are required to complete and submit the assigned Module Lab/Discussion/Test in D2L by 11:59 PM EST on the Sunday of the due date. Missed assignments will result in a grade of ZERO for that grade component. Assignments will be accepted up to 48 hours late with a late penalty of 25%. Assignments have specific requirements to be completed. Be sure to submit all required work. Please be very careful to submit work in YOUR OWN WORDS. Cut and Paste or using another’s work will result in a grade of 0. Tests cannot be made up without a valid documented excuse.

**Electronic Communications.** The University provides all KSU students with an “official” email account with the address “students.kennesaw.edu.” As a result of federal laws protecting educational information and other data, **this is the sole email account you should use to communicate with your instructor or other University officials for questions NOT pertaining to this course. For the course communication – you MUST use the provided D2L email for our course.**

**General Expectations for Coursework in CCSE IT Programs**

This course syllabus *is a general “plan” for the course and not a contract* - please know that the course instructor is permitted to make updates to it. If you have questions regarding this, please contact the Chair of the IT Department.

1. *Intellectual Property Issues*. You may not misappropriate the intellectual property of a member of the Faculty, another student, an online resource or other source even if you paid for them to do your work.

Ideas, and course content are the intellectual property of the author irrespective of whether they are written in a book, course online content, course lectures or a paper. Kennesaw State University prohibits the misappropriation of intellectual property (which is a form of theft), which can result in discipline for a student, up to and including dismissal from the University. If the student is also a member of a profession with an applied code of ethics, it may additionally result in professional discipline, as well as subjecting the student to any civil legal remedies protecting intellectual property.

1. *Copyright Law.* It is the responsibility of KSU faculty and students to respect the rights of copyright holders and comply with copyright law. Students, faculty, and staff must comply with limited exclusive rights of copyright holders as set forth in 17 U.S.C. § 106, the application of the four fair use factors in 17 U.S.C. § 107, and other copyright exceptions.
2. *Electronic Recording.* You may not record or disseminate any electronically recorded class discussion unless given explicit permission by the instructor in writing. If a student needs to electronically record a course as a result of a recognized disability or other exceptionality, the student should contact the University’s DisAbled Student Support Services to develop an appropriate reasonable accommodation.

<http://www.kennesaw.edu/stu_dev/dsss/prospect.shtml>

**Turn-Around Time/Feedback**

Assignments will generally be returned in D2L within 1 week of submission. Emails generally will receive a response within 24 hours. Emails sent after 5 pm Friday, on weekends and during holidays may get a response on the next business day.

**Course Withdrawal**

Please refer to the KSU Catalog <http://www.kennesaw.edu/registrar/policies/withdrawl.php>

**Academic Integrity**

Every KSU student is responsible for upholding all provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. The Code of Conduct includes the following:

* Section II of the Student Code of Conduct addresses the University’s policy on academic honesty, including provisions regarding plagiarism and cheating, unauthorized access to University materials, misrepresentation/falsification of University records or academic work, malicious removal, retention, or destruction of library materials, malicious/intentional misuse of computer facilities and/or services, and misuse of student identification cards. Incidents of alleged academic misconduct will be handled through the established procedures of the University Judiciary Program, which includes either an “informal” resolution by a faculty member, resulting in a grade adjustment, or a formal hearing procedure, which may subject a student to the Code of Conduct’s minimum one semester suspension requirement.
* Students involved in off-campus activities shall not act in a disorderly or disruptive fashion, nor shall they conduct any dangerous activity.
* Students involved in off-campus activities shall not take, damage or destroy or attempt to take, damage or destroy property of another.
* **Collaboration with your classmates in studying and understanding the material is part of the collegiate experience, and is strongly encouraged. Collaboration on written assignments is permitted and encouraged, BUT each student must turn in their own original work written in his or her own words. Copying and submitting another's work will be considered cheating; all students involved will receive a grade of zero for the first offense. For a second offense, you will be given a grade of ‘F’ for the course.**
* **If you submit work obtained from a subscription service, you will receive a grade of 0 for the assignment and be docked a letter grade on your final grade for the first offense; a second offense will result in a grade of ‘F’ for the course. Unless you are specifically advised otherwise by the instructor, any work submitted for credit, including homework and lab assignments, must be completely the work of the individual student.**
* **Collaboration or cheating on examinations will result in a grade of zero for the exam and a reduction in the course grade. If this is not the first misconduct offense, you will be given a grade of ‘F’ for of the course and may be dismissed from the University.**

**Reasonable Accommodations**

Students with qualifying disabilities under the Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act who require “reasonable accommodation(s)” to complete the course may request those from Office of Student Disability Services. Students requiring such accommodations are required to work with the University’s Office of Student Disability Services not individual faculty members or academic departments. A student anticipating a need for accommodation, must submit documentation requesting an accommodation in a timely fashion to permit time for a determination prior to submitting assignments or taking course quizzes or exams. Students may not request retroactive accommodation. Students should contact the office as soon as possible in the term for which they are seeking accommodations. Student Disability Services is located in the Carmichael Student Center in Suite 267. For more information, please call 470-578-2666 or

visit the Student Disabilities Services websites at

[www.kennesaw.edu/stu\_dev/sds](http://www.kennesaw.edu/stu_dev/sds)

http://www.kennesaw.edu/stu\_dev/dsss/dsss.html

**Student Privacy (FERPA)**

Students have certain rights to privacy. <http://registrar.kennesaw.edu/resources/ferpa.php>

The University’s online learning system and email system are designed to prevent unauthorized individuals from gaining access to sensitive information or information protected by federal or state law. We will communicate regarding course matters through the University’s designated technology learning system or Kennesaw state email system.

**KSU Sexual Misconduct Policy & Ethics Statement**

KSU will not tolerate sexual misconduct or sexually exploitative or harassing behavior of any kind. <https://policy.kennesaw.edu/content/sexual-misconduct-policy>.

You are expected to respect religious, cultural, and gender differences.

**Netiquette: Communication Courtesy**

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. Inappropriate communication will not be tolerated and will be reported to the Chair and Dean. It may result in dismissal from the course. Be respectful of your classmates.

**KSU Student Resources**

For issues with technical difficulties, please contact the **Student Helpdesk**:

● Email: [studenthelpdesk@kennesaw.edu](mailto:studenthelpdesk@kennesaw.edu)

● Call: 470-578-3555

**\*** Additional Technology Resources

● [Student Service Desk and Help Center](http://its.kennesaw.edu/students/index.html)

● [Browser Checker](https://usg.desire2learn.com/d2l/tools/system_check/systemcheck.asp?ou=6606)

● [USG Desire2Learn Help Center](https://d2lhelp.view.usg.edu/)

● [ITS Documentation Center](https://apps.kennesaw.edu/portal/prod/app_uni_cdoc_publ/student/)

● [Check Service Outages](http://status.usg.edu/)

● [Maintenance Schedule](http://www.usg.edu/information_technology_services/learning_in_21st_century_georgia/georgiaview)

**\*** Academic Resources

[• Academic Tutoring Services](http://www.kennesaw.edu/stu_dev/alp/academic.shtml)

• [Disability Resources](http://www.kennesaw.edu/stu_dev/dsss/dsss.html)

• [ESL Study and Tutorial Center](http://www.kennesaw.edu/uc/esl/)

• [Library](http://www.kennesaw.edu/library)

• [The Writing Center](http://www.kennesaw.edu/writingcenter/index.php)

**\*** Student Support and Wellness Resources

● [Career Services Center](https://careerctr.kennesaw.edu/)

● [Counseling and Psychological Services](http://sss.kennesaw.edu/cps/)

● [Center for Health, Promotion and Wellness](http://www.kennesaw.edu/col_hhs/wellness/)

[● Student Health Clinic](http://www.kennesaw.edu/col_hhs/hc/)

**Grade Appeals and Student Complaints**

KSU desires to resolve student grievances, complaints and concerns in an expeditious, fair and amicable manner. For complaints regarding this course, please contact the professor. If the issue is not resolved, contact the department chair.