CSE 1300/W01
Introduction to Computing Principles
Summer 2022

SYLLABUS

FACULTY AND COURSE INFORMATION

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COURSE INFORMATION:
Class Location and Meeting Time: Asynchronous Online
Course Schedule: https://ccse.kennesaw.edu/fye/courseschedules.php
NOTE: Changes to the course schedule will be communicated via announcement in D2L.
Course Slides & Videos: https://ccse.kennesaw.edu/fye/slide_listing.php
Tests: D2L using Respondus Lockdown Browser with Monitor
Textbooks: No textbook purchase required. This course utilizes Open Educational Resources made possible by funding through Affordable Learning Georgia. Resources for this course are provided free of charge in D2L.
CCSE Tutoring available: http://ccse.kennesaw.edu/ccselabs/ccse-tutoring.php
Additional FYE Resources Page: https://ccse.kennesaw.edu/fye/resources.php
Technology Requirements: Access to a computer with reliable internet access, a working webcam with mic.

COURSE DESCRIPTION, CREDIT HOURS, AND PREREQUISITES
This course is an introductory computing principles course. Instructor centers on an overview of the history, scope, and impact of computing as well as critical, algorithmic, and computational thinking on problem decompensation and fundamental programming concepts.
Co-Requisites/Pre-Requisites: none
Credit hours: 3

Disclaimer:
Please note that this syllabus represents my current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.

COURSE LEARNING OUTCOMES

Students who successfully complete this course will be able to:

1. Synthesize how software has influenced innovations in other fields and helped people, organizations, and society to solve problems.
2. Use computational thinking to ask questions and find different ways to solve problems.
3. Design a solution as an algorithm and convert the algorithm into a procedural program.
4. Describe the differences between computing disciplines and identify possible job opportunities in the computing field.

Course Communication policy:

Electronic Communications - "The University provides all KSU students with an 'official' email account with the address 'netid@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." The instructor only guarantees replies to emails received from your Kennesaw email account (netid@students.kennesaw.edu). Emails sent from other email domains may not reach the instructor's mailbox. In order to ensure receipt/responses to your email be sure that you communicate with the instructor via your Kennesaw Student email account and include the course number in the subject.

Please email me directly at Douglas.Malcolm@kennesaw.edu using your KSU Student Email to ensure you get a timely response. Make sure to include the course name and section # when contacting me so that I know which course and section you are enrolled in.

Office hours for Summer 2022 are by appointment only, please email me (as above) with several days and times that you are able to meet so that I can pick a time that works for both of us and I will send a Teams link.

COURSE POLICIES

FYE policies are located on the FYE website: https://ccse.kennesaw.edu/fye/policies.php Please be sure to familiarize yourself with these policies.

Student Expectations

Irrespective of modality, students in CSE 1300 are expected to:

- Abide by the Student Code of Conduct
- Treat the instructor and their peers with respect.
- Adhere to the core rules of netiquette: http://www.albion.com/netiquette/corerules.html
- Check their KSU Student Email and D2L Email daily Monday – Friday.
- Log into D2L and review announcements daily.
- Review discussion boards for pertinent information at least 3 days a week.

COURSE CONTENT AND REQUIREMENTS/GRADING SCALE

Course Topics and Schedule (including all exams):
See CSE 1300 Schedule posted on the FYE website.

Grading Scale and Course Policies

The instructor will make every effort to have assignments graded within one week. Assignments will be graded for correctness and completeness, as per the grading rubrics. Copies of your class work and tests will be kept for our records.

Lowest quiz grade, and lowest assignment grade will be dropped. Any missed Tests will be replaced by the final exam grade. If you take all tests and your final is higher than any earlier test, the final will replace your lowest earlier test grade.

Bonus points:

Each time you attend a live session and ask a good question you'll earn 0.5% bonus on your final exam grade. Up to a maximum of 5 points.

No individual extra credit work will be given to improve one's grade.

Grading Scale:
89.5% - 100%   A
79.5% - 89.5%   B
69.5% - 79.5%   C
59.5% - 69.5%   D
59.4% or below   F

Spring and Fall Semesters		Summer Semester	
Assignment	**Percentage**	**Assignment**	**Percentage**
Quizzes (in D2L)	20%	Quizzes (in D2L)	20%
Assignments	20%	Assignments	20%
Exam 1	20%	Midterm Exam	30%
Exam 2	20%	Final Exam	30%
Exam 3	20%		

ACCOMMODATIONS AND STUDENT DISABILITY SERVICES
Students who are entitled to accommodations through Student Disability Services must submit their Faculty Notification Letter in D2L (from the Course Home Page > Assignments > SDS Faculty Notification Letters) and then email the instructor, or come to office hours to ensure your accommodation is setup appropriately.

COURSE POLICIES:

Attendance Policy: Posted on FYE Website under Policies.
Quiz/Exam Policy: Posted on FYE Website under Policies.
Make-up Assessment Policy: Posted on FYE Website under Policies.

Proctored Exams: Posted on FYE Website under Policies. Webcam is required for ALL sections of CSE 1322
Course Technology: Computer with Webcam (required for all sections) and programming IDE (links provided on our website)
Electronic Devices and Classroom Behavior Policy: Posted on FYE Website under Policies.
Tutoring:
The College of Computing and Software Engineering offers some tutoring services for certain courses. If this applies to your course, you may want to include this resource for your students. Tutoring info can be found here: http://ccse.kennesaw.edu/ccselabs/ccse-tutoring.php

Other programming resources (examples, problems, videos, etc.) available on FYE website under Resources.

FYE Submission Guidelines: https://ccse.kennesaw.edu/fye/submissionguidelines.php

First Year Experience:

Kennesaw State University is committed to your success. To ensure that you take full advantage of your educational opportunities, the College of Computing and Software Engineering is implementing First Year Experience (FYE) Program and this course is part of this program. In some cases, you will be contacted by FYE team member as a follow-up on the instructor's referral and to offer you the guidance and support you need. There are many ways for you to reach your academic and personal goals. We'll show you how.
As part of process improvement, student data will be analyzed and reported in aggregate, de-identified form, as part of IRB-approved Study 19-157: How Student Success in the First-Year courses affects RPG rates.

https://ccse.kennesaw.edu/fye/

Federal, State, KSU and BOR Policy Requirements Statements
- **Copyright Law:** It is the responsibility KSU faculty and students to respect the rights of copyright holders and complying with copyright law. For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php
- **Grade Appeals and Student Complaints:** A student's rights to grade appeals are defined in the University catalogs. Each faculty member must specify the grading policy in the syllabus at the beginning of the course. The faculty member may change the grading policy for cause after that time but must do so uniformly with ample notification to students. Students can find more details regarding the appeal process here: http://catalog.kennesaw.edu/
- **Inclement Weather Policy:** During the course of the year, Kennesaw State University may decide to close campus or operate on a delayed schedule in cases of inclement weather. For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php
- **KSU Academic Integrity Statement:** Every KSU student is responsible for upholding the provisions of the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. Section 5c 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 Department of Student Conduct and Academic Integrity (SCAI), 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.

- **KSU Course Withdrawal Policy:** Students may withdraw from one or more courses any time before the last week of the semester. For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php
- **KSU Disruption of Campus Life Policy:** All students are responsible for knowing the information, policies and procedures outlined in the Kennesaw State University Codes of Conduct . For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php
- **KSU Enrollment Management/Course Attendance Policy:** Students are solely responsible for managing their enrollment status in a class; nonattendance does not constitute a withdrawal.
- **KSU Military Withdrawals Policy:** Kennesaw State students who are called to active duty or who are deployed during the term may be eligible for a military withdrawal. For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php
- **KSU Reasonable Accommodations Policy:** 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. For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php
- **KSU Sexual Misconduct Policy:** KSU does not condone and will not tolerate sexual misconduct or sexually exploitative or harassing behavior of any kind. For more details, see https://curriculum.kennesaw.edu/resources/federal_bor_ksu_student_policies.php
- **KSU Web Accessibility Policy Statement:** For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php
- **Netiquette: Communication Courtesy:** All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats.
- **Protecting Students' Privacy (FERPA):** Students have certain rights to privacy. These rights are mandated by federal policy. For more details, see https://cia.kennesaw.edu/instructional-resources/syllabus-policy.php

Additional Student Resources

https://cia.kennesaw.edu/instructional-resources/syllabus-resources.php

Graduate Teaching Assistants (Lab Instructors) – Office is J-352, see office hours posted on our website.

CCSE Tutoring and Open Lab – Room J-263, see hours posted on their site.

For CCSE Student resources:
http://ccse.kennesaw.edu/student-resources.php

KSU Service Desk:
The KSU Service Desk is your portal to getting assistance or access to University IT Services. Students call: 470-578-3555 or email studenthelpdesk@kennesaw.edu

For Academic Advising information and to schedule appointments:
http://ccse.kennesaw.edu/advising/index.php

Links to frequently used and helpful services:
http://www.kennesaw.edu/myksu/

Department of Career Planning & Development
https://careers.kennesaw.edu

Counseling and Psychological Services
https://counseling.kennesaw.edu

Center for Health Promotion and Wellness
https://wellness.kennesaw.edu

Student Health Services
https://studenthealth.kennesaw.edu

Teaching Philosophy and Instruction Methods

How to Succeed in this Class

Here are three things you can do that will greatly improve your chances of making a satisfactory grade in this class:
· Read the syllabus: You should read every word in the syllabus during the first week of classes.
· Read the textbook: You will get a lot more out of this class, and so be able to give back more on the assignments, assessments, and examination, if you read the assigned parts of the textbooks before the material is first due to be discussed. In my experience, students who don't complete the reading before it is discussed either never complete it or try to cram it all in just before the exam. That doesn't work.
· Allow enough time: More unsatisfactory grades are due to procrastination than any other cause. Do not assume that you can complete the assigned work in the thirty minutes before the due date and time; you cannot.

What should we expect from each other?

The first and most important thing that we should expect from each other is respect and this should be shown in all the interactions.

Moreover, on my side,

· I will make sure to reply to your email within 24 hours Monday through 5pm EST on Friday (I may not respond to emails sent during weekends or holidays).
· I am always open to hear your feedback about the course and I will do my best to address or incorporate your comments in the course.
· I will be available for individual or group consultation.
· I will use the lecture slides from the CCSE website alongside in class examples and old test questions to present the material
· We will keep the schedule updated and available on our website.
· We will return your assignments and deliverables graded within 14 days from the deadline.

On your side, I am expecting

· You to come to class on time and actively participate to the lectures and activities.
· You talk to me if you have problems, doubts, or suggestions related to any component of the course.
· You work with effort and integrity on the assigned activities, homework, deliverables, and tests.
· Not to sleep, work on assignments for other classes or read/view unrelated materials in my class during lectures or live sessions.

COVID-19 Syllabi Statements

Course Delivery

KSU may shift the method of course delivery at any time during the semester in compliance with University System of Georgia health and safety guidelines. In this case, alternate teaching modalities that may be adopted include hyflex, hybrid, synchronous online, or asynchronous online instruction.

COVID-19 illness

If you are feeling ill, please stay home and contact your health professional. In addition, please email your instructor to say you are missing class due to illness. Signs of COVID-19 illness include, but are not limited to, the following:

- Cough
- Fever of 100.4 or higher
- Runny nose or new sinus congestion
- Shortness of breath or difficulty breathing
- Chills
- Sore Throat
- New loss of taste and/or smell

COVID-19 vaccines are a critical tool in "Protecting the Nest." If you have not already, you are strongly encouraged to get vaccinated immediately to advance the health and safety of our campus community. As an enrolled KSU student, you are eligible to receive the vaccine on campus. Please call (470) 578-6644 to schedule your vaccination appointment or you may walk into one of our student health clinics.

For more information regarding COVID-19 (including testing, vaccines, extended illness procedures and accommodations), see KSU's official Covid-19 website.

<u>Face Coverings</u>

Based on guidance from the University System of Georgia (USG), all vaccinated and unvaccinated individuals are encouraged to wear a face covering while inside campus facilities. Unvaccinated individuals are also strongly encouraged to continue to socially distance while inside campus facilities, when possible.