

COURSE SYLLABUS

CSE 1321L, Section 06

Programming and Problem Solving I - Lab

Spring 2019

Mondays 3:30pm to 5:10pm

J-264

Effective August 2018

Lab to accompany CSE 1321

Instructor:

Name: Douglas Malcolm, MBA & MSIS

Email: dmalcol1@kennesaw.edu

Note: Official communications should be conducted between KSU email accounts in accordance with KSU Policy.

Webpage: <http://facultyweb.kennesaw.edu/dmalcol1/>

Phone: 470-578-5816

Office: Atrium Building, J-353D

Office Hours: 3pm – 5 pm Wednesdays & 10:30am-12pm Tuesdays and Thursdays

Advising: All advising questions should be directed to ccseadvising@kennesaw.edu

Course website: <http://ccse.kennesaw.edu/advising/programmingclasses.php> (includes information about open lab, available tutoring and advising)

Preferred Method of Contact and Communication:

KSU Email – not D2L Email

Communication Response Time:

24 hours M-F, weekend and holiday emails are accepted on next business day.

Course Description:

Lab activities with programming to accompany CSE 1321.

Prerequisites:

Co-Requisites: CSE 1321

Pre-Requisites: None.

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

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.

Late Work and Make-up Policy:

Late work will not be accepted.

No make-up tests will be allowed. Final Exam will replace any missed test grades.

If a student must miss the final exam due to a documented, legitimate reason (illness with documentation, family death, etc.), then a make-up exam will be administered. To coordinate this, contact the instructor as soon as possible. It is the responsibility of the student to coordinate this in a timely manner and to provide documentation before the make-up exam will be given

Attendance

On campus sections: The Instructor expects your attendance at each and every class/lab and discussion. Grade performance is a demonstrated function of attendance, preparation and participation. You can get behind very easily by skipping classes, resulting in a poor understanding of the material, which will show up as a poor grade for the class. Any class sessions missed by the student are the student's responsibility to make up, not the instructor's. Late arrival that causes disruption, early departure that causes disruption, excessive conversation among students (a disruption in its own right), inappropriate use of electronic devices that cause disruptions and other actions that disrupt the classroom are unacceptable.

Online sections: The instructor expects your active participation and weekly engagement in course activities. Students are required to actively participate in class discussions and complete all course assessments by the due date. Students are expected to check the course at least three days a week to actively participate in the weekly discussions. If you find that you cannot meet above requirements, contact your instructor as soon as possible.

Proctored exam

On campus sections students are used to proctored exams, and should expect to attend all classes, as well as proctored exams. Online students should ALSO note that proctored exams are required for the

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online version of this course, as well. Online students must take proctored exams at scheduled time as assigned by instructor at <http://proctorU.com> or Respondus LockDown Browser with Respondus Monitor. Proctored exam might require a fee.

Communications Policy:

The instructor only guarantees replies to emails received from your Kennesaw email **account** (netid@students.kennesaw.edu) or **D2L email account**. 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 email account or via D2L, *and include the course number in the subject*.

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 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 are encouraged to study together and to work together on class assignments and lab exercises; however, the provisions of the STUDENT CONDUCT REGULATIONS, II. Academic Honesty, KSU Undergraduate Catalog will be strictly enforced in this class.

For the complete SCAI policy visit <https://web.kennesaw.edu/scai/content/ksu-student-code-conduct>, from which this information was copied and/or adapted.

TurnItIn & D2L:

All written assignments will be evaluated by D2L's TurnItIn (TII) plagiarism detection module. The review is automatic once a student submits their assignment to D2L's dropbox.

Diversity and Disability Statement:

All courses offered by the Information Systems department will adhere to the KSU policy that prohibits discrimination on the basis of race, religion, color, sex, age, disability, national origin, or sexual orientation.

Learn more at <http://studentsuccess.kennesaw.edu/sds/guidelines/institutional-policies.php> TTY: (470) 578-6480 Phone: (770) 423-6443

Online Behavior:

Students are reminded to conduct themselves in accordance with the Student Code of Conduct, as

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published in the Undergraduate and Graduate Catalogs. Every KSU student is responsible for upholding the provision. For more details, visit

<http://catalog.kennesaw.edu/content.php?catoid=14&navoid=875> or
<https://web.kennesaw.edu/scai/content/ksu-student-code-conduct>.

Students who are in violation of this policy may be dropped from the course and may be subject to disciplinary action by the University.

Communication, especially in an online environment, takes special consideration.

- Be sensitive and reflective to what others are saying.
- Don't use all caps. It is the equivalent of screaming.
- Don't flame - These are outbursts of extreme emotion or opinion.
- Think before you hit the post (enter/reply) button. You can't take it back!
- Don't use offensive language.
- Use clear subject lines.
- Don't use abbreviations or acronyms unless the entire class knows them.
- Be forgiving. Anyone can make a mistake.
- Keep the dialog collegial and professional.

If you have problems please call the Service Desk at 470 578 6999 or e-mail service@kennesaw.edu

Strategies for Success:

Strategies for success in and sources for assistance available to all students may include:

The Writing Center:

<http://writingcenter.kennesaw.edu/>,

Academic Support Services:

http://www.kennesaw.edu/stu_dev/msrs/academic.html

Department of Career Planning & Development:

<http://careers.kennesaw.edu/>

Counseling and Psychological Services:

<http://studentsuccess.kennesaw.edu/cps/>

Student Disability Services:

http://www.kennesaw.edu/stu_dev/dsss/welcome.html

Student Health Services:

<http://studenthealth.kennesawstateauxiliary.com/>

ESL Study and Tutorial Center:

http://uc.kennesaw.edu/academicinitiatives/docs/Guide_to_the_ESL_Center.pdf

Health Promotion and Wellness:

<http://studentsuccess.kennesaw.edu/wellness/resources/general-wellness.php>

Refer to the course Assignments & Instructor Policies and the Schedule documents for the rest of the Syllabus content. Students are expected to read and comply with all three components of the Syllabus.

Other Instructor Policies:

<To be provided by Instructor as desired>