

**CSE 1322 Lab(#02)
Programming and Problem Solving II
Summer & 2021**

SYLLABUS

FACULTY AND COURSE INFORMATION

Maneesha Penmetsa

Graduate Teaching Assistant

Atrium Room J-351, Marietta

Office Hours: Monday and Wednesday from (11.00am – 12.40pm)

mpenmets@students.kennesaw.edu

COURSE INFORMATION:

Course Schedule: <https://ccse.kennesaw.edu/fye/courseschedules.php>

Lab & Assignment Description: https://ccse.kennesaw.edu/fye/1322_labs_assignments.php

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

Text Books:

- Lecture/Lab: [Java, Java, Java](#) from Trinity College
- Lecture/Lab: [Fundamentals of Computer Programming with C#](#)

Slides: https://ccse.kennesaw.edu/fye/slide_listing.php

Instructors and GTA info: <https://ccse.kennesaw.edu/fye/staff.php>

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 computer, webcam for all tests.

COMMUNICATION POLICY

Please reach out to your instructor with any questions or misunderstandings. Please send all emails from your Kennesaw email account (netid@students.kennesaw.edu) to ensure delivery. Instructors will make every attempt to reply to messages within 24hrs. Please include the *course number and section on the subject line or at the top of the email.*

Please do not send emails using D2L. Because the reply may not be forwarded to your D2L email system.

COURSE DESCRIPTION, CREDIT HOURS, AND PREREQUISITES

The second lab course in computer science provides coverage of more advanced topics of object-oriented programming practices. This includes the use of static variables and classes, multi-dimensional arrays, inheritance and polymorphism, text files and exception handling, recursion, and parameterized types. Elementary data structures (linked lists, stacks, and queues) are introduced to solve application problems. Graphical user interfaces and event driven programming are also introduced. Students must continue to use good programming style including proper documentation.

Co-Requisites: CSE 1322

Pre-Requisites: A grade of B or better in CS 1301/CSE 1301/CSE 1321 and CSE 1321L

Credit hours: 1

Office Hours: Please find at: http://ccse.kennesaw.edu/fye/office_hours.php

Learning Outcomes:

Students who complete this course successfully will be able to:

- Demonstrate the knowledge of the basic syntax of a specific programming language.
- Follow specified style guidelines in writing programs, and understand how the guidelines enhance readability and promote correctness in programs.
- Compile, debug, run, and test programs.
- Use primitive data types, data structures, and arithmetic expressions in programs.
- Apply selection and repetition structures in program solutions.
- Define and use methods and classes in program solutions.
- Create programming solutions which include 1D and 2D array handling, searching, and sorting.

COURSE POLICIES

Attendance policy: Posted on the FYE website under [Policies](#)

Exam policy: Posted on the FYE website under [Policies](#)

Make-up policy: Posted on the FYE website under [Policies](#)

Proctored Exams: Posted on the FYE website under [Policies](#) (Webcam required for all sections).

Late work will not be accepted. No makeup labs/assignments/midterm will be allowed. Final Exam will replace missed midterm grades.

Grades will be calculated with the following rules:

- **Lowest lab grade will be dropped.**
- **Missed lab sessions will result in a zero (0) for the accompanying lab exercises.**
- **Lowest Assignment grade will be dropped.**
- **If a student gets a 0 on the Midterm for any reason other than academic misconduct, the final will replace the midterm grade.**
- **If a student scores higher on their final than their midterm, the final will replace their midterm grade.**
- No extra credit is available for individual students.
- Letter grades will be assigned as follows:
 - 89.5% - 100% A
 - 79.5% - 89.5% B
 - 69.5% - 79.5% C
 - 59.5% - 69.5% D
 - 59.4% or below F

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.

Grade Breakdown:

This course will include the following graded components:

Labs	10%
Assignments	40%
Midterm Exam	20%
Final Exam	30%

The instructor will make every effort to:

- Grade labs & Assignments within 1 week
- Grade Midterm within 2 weeks.

Labs, Assignments and Tests will be graded for correctness and completeness, as per the grading rubrics. Copies of your work will be kept for our records.

Regrade Requests must be submitted through Gradescope within three (3) business days of the grade being published. You will receive an email from Gradescope (to your KSU Student Email) when the grades are published with the end date for regrade requests for each assignment/exam.

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 Exams:

On campus sections students are used to proctored exams, and students should expect to attend exams.

KSU ID# is required for all tests and exams (online or in person). Please make sure you that you know your KSU ID# or have your KSU Talon Card with you for all tests and exams.

Online students should ALSO note that proctored exams are required for the online test(s) of this course, as well. For the online test(s) students must take proctored exams at scheduled time using Respondus LockDown Browser with Respondus Monitor.

A webcam, along with uninterrupted Internet connection, is required for the online test for this course.

In case you encounter a situation in which a proctored exam is necessary. The KSU Testing Center offers proctored exam services. Please note, some of these services have a charge affiliated with them. <http://testing.kennesaw.edu/faculty/request-services.php> . That means a Proctored exam might require a fee.

In the time of covid, we reserve the right to move all tests to online tests for all students.

For the updated and detail info, please refer to the FYE policies, available at:

<https://ccse.kennesaw.edu/fye/policies.php>

Electronic Devices and Classroom Behavior Policy

In order to minimize the level of distraction, all cellular phones and electronics must be on quiet mode during class meeting times. Students using a laptop in class should not check their email,

browse the web, or in other ways detract from the focus of the class.

Students are reminded to conduct themselves in accordance with the Student Code of Conduct, as published in the Undergraduate and Graduate Catalogs. Every KSU student is responsible for upholding the provision. Students who are in violation of KSU policy will be asked to leave the classroom and may be subject to disciplinary action by the University.

COURSE WITHDRAWAL

See below for commentary on withdrawals from the 2019-2020 Graduate Catalog:

Students may withdraw from one or more courses up to one week prior to the last day of class. To completely or partially withdraw from classes at KSU, a student must withdraw online at www.kennesaw.edu, under Owl Express, Registration and Student Records. Students who officially withdraw from courses before mid-semester will receive a "W" in those courses and receive no credit. They will not, however, suffer any academic penalty. Students who officially withdraw after mid-semester one week prior to the last day of class will receive a "WF," which will be counted as an "F" in the calculation of their grade point average. Exact withdrawal dates will be published in the official academic calendar and are subject to approval by the Board of Regents.

For attendance verification, faculty may assign "non-attendance" or submit a grade of W or WF for students who stop attending class and do not officially withdraw along with the last day of known attendance.

The only exceptions to these withdrawal regulations will be for instances involving unusual circumstances that are fully documented.

Students will receive refunds only when they withdraw from all their classes and only by the schedule outlined in the University System refund policy.

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. Students who withdraw for military reasons will receive a WM grade in all courses and receive a refund of tuition and mandatory fees and a pro rata refund of other fees. Students who would like to withdraw for military reasons must submit a copy of their official orders to the Registrar's office. Military withdrawals do not count as part of the eight (maximum) allowed withdrawals.

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 the Office of Student Disability Services. Students requiring such

accommodations are required to work with the University's Office of Student Disability Services rather than engaging in this discussion with individual faculty members or academic departments. If, after reviewing the course syllabus, a student anticipates or should have anticipated a need for accommodation, he or she must submit documentation requesting an accommodation and permitting time for a determination prior to submitting assignments or taking course quizzes or exams. Students may not request retroactive accommodation for needs that were or should have been foreseeable. 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 on the Kennesaw campus or Building A in Suite 160G on the Marietta campus. Please visit the [Student Disabilities Services website](#) for more information, or call the office at 470-578-2666 (Kennesaw campus) or 470-578-9111 (Marietta campus).

GRADE APPEALS AND STUDENT COMPLAINTS

See below for commentary on withdrawals from the 2019-2020 Graduate Catalog:

Grade appeal will follow the level of the course. Students' rights to grade appeals are defined in the university catalog. A key element in the grade appeal procedure is the faculty member's responsibility to publish a specific grading policy for each of his/her classes. Specifically, the grade appeal procedure states: "Each faculty member must specify his/her grading policy, at the first of the semester. He/she may change his/her grading policy for cause after that time, but he/she must do so uniformly, with ample notification to students, if at all possible."

Note that failure to publish the grading policy would mean that a faculty member would have great difficulty in sustaining his/her assigned grade if a student appealed with anything but a frivolous or irresponsible basis for his/her charge. The grading policy should be quite specific and should be distributed to each class in written form. Some departments may also require faculty members to file grading policy statements in the departmental office. Because the student can submit a grade appeal to the Department Chair within 20 business days after the first day of classes of the next academic term after the academic term in which the final grade was awarded to the student (see Grade Appeals Procedure, section B), it is strongly recommended that instructors retain any student papers, tests, projects, or other materials not returned to the student for 70 days after the end of a semester or if an appeal is filed until the appeal is resolved. Refer to the following section for specific grade appeal procedures.

Students can find more details regarding the appeal process here:
<http://catalog.kennesaw.edu/>

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:

- A. 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.
- B. Students involved in off-campus activities shall not act in a disorderly or disruptive fashion, nor shall they conduct any dangerous activity.
- C. Students involved in off-campus activities shall not take, damage or destroy or attempt to take, damage or destroy property of another.
- D. Please review the [FYE Policy regarding Academic Misconduct](#) on our website.

CAMPUS POLICIES

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. [Student Conduct and Academic Integrity](#) (SCAI) includes: the general Student Code of Conduct, the Residential Code of Conduct, and the Code of Academic Integrity.

KSU Web Accessibility Policy Statement:

Federal law Section 508 Subsection 1194.22 of the Rehabilitation Act and the Board of Regents (BOR) of the University System of Georgia (USG) Web Accessibility Guidelines require that all web content meet the federal government’s accessibility guidelines. As such, KSU complies with USG guidelines.

University accessibility assistance is provided by several offices as noted below. Staff in these offices work to accommodate requests for access or assistance with access as soon as possible in order to either accommodate the request or identify an effective alternative for the requestor.

Student Support Services
Student Disability Services
470-578-2666
studentdisability@kennesaw.edu

Student Technology Assistance
University Information Technology Services
470-578-3555
studenthelpdesk@kennesaw.edu

Third Party Technology Assistance

University Information Technology Services
470-578-6999
service@kennesaw.edu

Confidentiality and Privacy Statement (FERPA):

Kennesaw State University adheres to the Family Educational Rights & Privacy Act of 1974 - FERPA. See the following link for more information:
http://usg.edu/information_technology_handbook/section9/tech/9.5_privacy_and_security

University - Student Rights & Responsibilities:

Students of Kennesaw State University are entitled to an environment that is conducive to learning and individual growth. To this end, students enrolling at Kennesaw State University assume a responsibility to abide by the policies and regulations expressed in this section. By doing so, students may fulfill their responsibilities and enjoy the exercise of their own rights while also respecting the rights of others.

<http://catalog.kennesaw.edu/content.php?catoid=27&navoid=2263>

Ethics Statement:

All students are responsible for knowing the information, policies and procedures outlined in the Kennesaw State

University Codes of Conduct. The KSU Codes of Conduct include: the general Student Code of Conduct, the Residential

Code of Conduct, and the Code of Academic Integrity. Kennesaw State University reserves the right to make changes to this code as necessary and once those changes are posted online, they are in effect. Students are encouraged to check online for the updated versions of all policies.

<http://scai.kennesaw.edu/codes.php>

Sexual Misconduct Policy:

Kennesaw State University is committed to providing programs, activities, and educational environment free from all forms of sex discrimination. For more information click here. KSU issues this statement of policy to inform the community of the University's comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus. This policy generally covers faculty, students, and staff of the University, as well as third parties. Third parties include but are not limited to guests, vendors, contractors, retirees, and alumni.

<http://scai.kennesaw.edu/procedures/sexual-misconduct.php>

Course Accessibility Statement (ADA Statement):

<http://catalog.kennesaw.edu/content.php?catoid=27&navoid=2263&hl=FERPA&returnto=search#ADA>

Academic Feedback:

Institutional Chief Academic Officers will encourage faculty to clarify for students, at the beginning of each course, the basis on which grades will be determined and to provide timely academic feedback as the course progresses ([BOR Academic and Student handbook policy 2.18](#)).

Netiquette: Communication Courtesy:

All members of the class are expected to follow [rules of common courtesy in all email messages](#), threaded discussions and chats.

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.

The University will announce campus closures and delayed schedules in several ways. The cell phone number on file with the university will automatically receive KSU Alerts, so make sure your information in OwlExpress is accurate at all times. An email will also be sent to your university account.

In addition, announcements will be made by a notice on the [Kennesaw State University home page](#).

ADDITIONAL STUDENT RESOURCES

For CCSE Student resources:

<http://ccse.kennesaw.edu/student-resources.php>

For KSU Student resources:

https://curriculum.kennesaw.edu/resources/ksu_student_resources_for_course_syllabus.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>

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.

COVID-19 Syllabi Statements (Summer 21)

Masks & Social Distancing: The USG has now updated its policy on masks and social distancing in accordance with the guidance provided by the CDC on May 13, 2021. Effective immediately, fully vaccinated individuals can resume in-person campus classes and other activities without physically distancing or wearing a mask. Unvaccinated individuals are strongly encouraged to continue socially distancing from others when possible and wearing a mask while inside campus facilities.

Shifting Modalities

Please note that the university reserves the right to shift teaching modalities at any time during the semester, if health and safety guidelines require it to do so. Some teaching modalities that may be used are F2F, Hyflex, Hybrid, or online, both synchronous and asynchronous instruction.

Staying Home When Sick

If you are ill, please stay home and contact your health professional. In that case, please email the instructor to say you are missing class due to illness. Signs of 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

Additional information and [FAQs](#) about protocols for summer semester and plans for fall semester can be found on [KSU's coronavirus website](#). Please check back regularly as guidance is subject to change.

Grouping Plan for In-person Class Attendance

Students are expected to attend all lectures. However, due to the COVID-19 Pandemic situation, in order to maintain social distancing, the instructor may divide the entire class into two or more sections and ask the students to come and join in the face-to-face classes in

alternative days. This is up to the course instructor how the grouping will be made and called for the face-to-face classes.

This will be announced in D2L. Please follow the instructor's grouping plan and be cooperative with him/her to maintain social distancing.