CS 10001 Computer Literacy, Fall 2008

Section 004 | TR 12:30 -1:45 pm, Room 221, Math & Computing Sciences Bldg
Instructor | L. Gwenn Volkert
Office | 216 Mathematics and Computer Science Building
E-mail | volkert@cs.kent.edu
Webpage | http://www.cs.kent.edu/~volkert/cs23021/F08/
Office hours | Monday and Wednesday 10:30 am - 12:00 pm, other times may be scheduled by appointment. Many questions can easily be handled through email.

Course Description

Introduction to the history, language, procedures, applications, abuses, and impact of computers. Hands-on experience with microcomputers.

This course is to help you become more computer literate. To do this we will cover concepts and principles of computers of all types, and provide hands-on experience in using some basic software packages. The emphasis will be placed on personal computers and their uses; however, we will still cover concepts of larger computers.

Text


Materials and equipment

A PC is required to complete the lab assignments. You may use your own personal computer or a computer on campus. There will be an opportunity to carry out lab exercises during class time in one of the departmental computer labs. Any exercises not completed during this time can be finished on your own. You may want to save your work (when necessary) on a key drive or send your work files to your e-mail account for later access.

Prerequisites

There are no prerequisites for this course.

Credits

3

Homework

Homework will consist of hands-on computer exercises. Your hands-on exercises are found at the end of each chapter and some will be given to you in the lab; these exercises can be finished in the lab or at home. Lab exercises will constitute 20% of your cumulative grade.
**Class Participation**

This course will not be conducted as a lecture course but as a discussion course. It will be expected that everyone will participate in discussions. Attendance will count 15% toward your semester grade. Documentation must be provided for absences. Discussion will count 10% toward your semester grade.

**Exams**

There will be three exams – two midterms and one final. Each midterm will be worth 15% of your cumulative grade, and the final will be worth 25% of your cumulative grade. The first midterm will be on September 25 and will cover Chapters 1 – 5, the second midterm will be on October 30 and will cover Chapters 6 – 10, and the final will cover all the chapters, but the predominant number of questions will come from Chapters 11 – 13. Your final will be on Tuesday, December 9, 2008 from 12:45 p.m. – 3:00 p.m.

All tests include material covered in the classroom, homework, and labs. Questions can be asked in all forms: true/false, multiple-choice, fill in the blank, and essay.

**Policies Regarding Evaluation of Your Work**

In order that work can be graded and returned promptly, late assignments will not be accepted without a valid excuse.

Any work that you do for this class is to be your own. Any violation means that the work will not be accepted and further action will be taken. Plagiarism will not be tolerated.

Further to this, I am incorporating the university’s policy on plagiarism here:

**ADMINISTRATIVE POLICY AND PROCEDURES REGARDING STUDENT CHEATING AND PLAGIARISM**

*Condensed Version*

For complete policy and procedure go to [www.kent.edu/policyregister](http://www.kent.edu/policyregister) 3342-3-01.8.

Cheating and plagiarism constitute fraudulent misrepresentation for which no credit can be given and for which appropriate sanctions are warranted and will be applied.

The university affirms that acts of cheating and plagiarism by students constitute a subversion of the goals of the institution, have no place in the university and are serious offenses to academic goals and objectives, as well as to the rights of fellow students.

"Cheat" means to intentionally misrepresent the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Cheating includes, but is not limited to:

1. Obtaining or retaining partial or whole copies of examinations, tests or quizzes before these are distributed for student use;
2. Using notes, textbooks or other information in examinations, tests and quizzes, except as expressly permitted;

3. Obtaining confidential information about examinations, tests or quizzes other than that released by the instructor;

4. Securing, giving or exchanging information during examinations;

5. Presenting data or other material gathered by another person or group as one's own;

6. Falsifying experimental data or information;

7. Having another person take one's place for any academic performance without the specific knowledge and permission of the instructor;

8. Cooperating with another to do one or more of the above;

9. Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented; and

10. Presenting falsified information in order to postpone or avoid examinations, tests, quizzes, or other academic work.

“Plagiarize” means to take and present as one’s own a material portion of the ideas or words of another or to present as one’s own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. As defined, plagiarize includes, but is not limited to:

a. The copying of words, sentences and paragraphs directly from the work of another without proper credit;

b. The copying of illustrations, figures, photographs, drawings, models, or other visual and nonverbal materials, including recordings of another without proper credit; and

c. The presentation of work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers.

Academic Sanctions
The following academic sanctions are provided by this rule for offenses of cheating or plagiarism. Kent campus instructors shall notify the department chairperson and the student conduct office each time a sanction is imposed. Regional campus instructors shall notify the regional campus dean and the student conduct officer each time a sanction is imposed. Regional campus student conduct officer shall notify the Kent student conduct office each time a sanction is imposed by a regional campus Instructor. The following academic sanctions are provided by this rule for offenses of cheating or plagiarism. In those cases the instructor may:

1. Refuse to accept the work for credit; or

2. Assign a grade of "F" or zero for the project, test, paper, examination or other work in which the cheating or plagiarism took place; or

3. Assign a grade of "F" for the course in which the cheating or plagiarism took place; and/or;

4. Recommend to the department chair or regional campus dean that further action specified in the rule be taken. The department chairperson or regional campus dean shall determine whether or not to
forward to the academic dean or to the vice president for the extended university a recommendation for further sanction under this rule.

Academic Appeals
The general principle that applies to the following procedures is that an appeal is directed to the administrative level immediately above the unit from which the appeal emanates.

Appeals are limited to the following reasons:

a. The decision is arbitrary or unreasonable,
b. The decision resulted from a procedural error,
c. The decision is not in accordance with the facts presented,
d. New information is available which may suggest modification of the decision.

For complete policy and procedure go to [www.kent.edu/policyregister 3342-3-01.8](http://www.kent.edu/policyregister 3342-3-01.8).

It is up to the student to make up any missed material. Make-ups will only be given in the case of an excused absence or a documented, valid emergency. This includes tests and homework. I encourage you to contact me if an emergency arises.

If you have any problems with the class please talk to me first. If you do not feel comfortable talking to me, or if you are unsatisfied after having talked to me, then you can speak with the Course Coordinator, Walter Pechenuk / wpechenu@cs.kent.edu. His office is 272 MSB.

Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Minimum Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93% &lt;= score &lt;= 100%</td>
</tr>
<tr>
<td>A-</td>
<td>90% &lt;= score &lt; 93%</td>
</tr>
<tr>
<td>B+</td>
<td>87% &lt;= score &lt; 90%</td>
</tr>
<tr>
<td>B</td>
<td>83% &lt;= score &lt; 87%</td>
</tr>
<tr>
<td>B-</td>
<td>80% &lt;= score &lt; 83%</td>
</tr>
<tr>
<td>C+</td>
<td>77% &lt;= score &lt; 80%</td>
</tr>
<tr>
<td>C</td>
<td>73% &lt;= score &lt; 77%</td>
</tr>
<tr>
<td>C-</td>
<td>70% &lt;= score &lt; 73%</td>
</tr>
<tr>
<td>D+</td>
<td>67% &lt;= score &lt; 70%</td>
</tr>
<tr>
<td>D</td>
<td>60% &lt;= score &lt; 67%</td>
</tr>
<tr>
<td>F</td>
<td>0% &lt;= score &lt; 59%</td>
</tr>
</tbody>
</table>

Registration Requirement

The official registration deadline for this course is September 7, 2008. University policy requires all students to be officially registered in each class they are attending. Students who are not officially registered for a course by published deadlines should not be attending classes and will not receive credit or a grade for the course. Each student must confirm enrollment by checking his/her class schedule (using Student Tools in FlashFast) prior to the deadline indicated. Registration errors must be corrected prior to the deadline.

Respectful Student Conduct

This class follows Kent State University’s regulations regarding behavior in the classroom. It is expected that each student will be respectful to the instructor as well as to fellow classmates. Students should behave maturely and professionally.
Use of profanity, rudeness towards fellow students or the instructor, angry outbursts, refusal to participate in classroom activities, repeated tardiness, ringing of cell phones and leaving the classroom prior to class dismissal without the approval of the instructor are just some examples of disruptive behavior. The instructor will ask disruptive student to cease and desist and will inform the student of possible suspension and/or dismissal from class.

Guidelines pertaining to class disruptions are outlined in the Digest of Rules and Regulations to be found in the Kent State University Telephone Directory.

**Students with Disabilities**

University Policy 3342-3-01.3 requires that students with disabilities be provided reasonable accommodations to ensure their equal access to course content. If you have a documented disability and require accommodations, please contact the instructor at the beginning of the semester to make arrangements for necessary classroom adjustments. Please note, you must first verify your eligibility for these through the Office of Student Accessibility Services on the Ground Floor of the DeWeese Center (contact 330-672-3391 or visit www.kent.edu/sas for more information on registration procedures).

If you wish to take your examination at the SAS Center, you must notify your instructor one week in advance. You must begin your examination at the same time that your classmates begin it.
CS 1 - Programming and Problem Solving
CS 23021 (Fall 2008) - Sections 001 & 002
Tuesday & Thursday 9:15 am - 10:30 pm
Room 115 MSB, Call No. 14069 & 14070

Instructor: Dr. L. Gwenn Volkert
Email : volkert@cs.kent.edu
Office: 216 MSB
Phone: (330) 672-9037
Mailbox: 239 MSB
Web: http://www.cs.kent.edu/~volkert
Office Hrs: M/W 10:30 pm - 12:00 pm, and by appointment
Class Web: http://www.cs.kent.edu/~volkert/cs23021/F08

Course Description:
This is a programming course that also introduces the object oriented programming paradigm. Object Oriented Programming is the most important and dominant programming approach today. Object Oriented Programming is quite different than functional or procedural programming, and it is difficult to learn on your own. This course is concerned primarily with beginning programmers who have never programmed in the C++ language. The course will focus on programming correctly in C++ by teaching structured and object oriented programming techniques, and proper program design. Students will design, develop, write (translate), compile, execute and debug C++ programs throughout the course. Hands-on programming will be a key part of the course. Please note that this course, CS 23021, is a prerequisite for CS 33001, Data Structures. A grade of C (2.0 honor points) or better in CS 23021 is required to take CS 33001. Note that a grade of C- (1.7 honor points) will NOT meet this requirement. Please see http://www.cs.kent.edu/programs/ugrad/planner.html for additional details.

Course Objectives:
- Introduce a disciplined approach to problem solving and algorithm development.
- Program development, including design, coding (translating), debugging, and testing.
- Basic language statements - syntax, semantics, usage of the C++ language
- Functions - syntax, semantics, usage, functional abstraction
- Familiarity with strings and vectors
- Types - syntax, semantics, usage
- Structures
- Introduce the basics of classes (limited)
- Pointers and dynamic memory for single objects (if time permits)
- Correct translation of algorithm into program
- Basic tool usage - editor (emacs or vi), compiler (g++), shell (bash), search tools (grep)

Prerequisites
CS10051 Introduction to Computer Science or CS10061 Intro to Computer programming or permission from the instructor.

Textbook
Lectures
Students are expected to attend each lecture. I will not take roll, yet attendance and active participation during a lecture will help you learn the material and succeed in class. Please note your attendance will be noticed as I often direct questions to individual students through out the lecture.

Class Participation
20 points are given for participation. You are expected to answer questions I ask in class. The questions usually deal with the material we covered in the previous class. If you do not attend the class I consider that you do not answer questions I ask you. Rather than participate in class you may select to do a harder last project (which will earn you the extra 20 points.) If you select this option you have to inform me by e-mail within the first two weeks of classes. Once you choose this option, you cannot go back to class participation option. Even though I provide this alternative, I encourage you to select class participation since I believe this is the best way to learn the material.

Quizzes
There will be approximately 7 quizzes held during the class. The date of the quiz is announced about a week in advance (there will be no surprise quizzes.) A quiz is held during the first 10 minutes of the class. Late students will not be given extra time to complete the quiz. A quiz usually contains 10 multiple-choice questions. Each question is worth 1 point. I will not count your worst score towards your final grade (missing quiz is equivalent to scoring 0.)

Exams
There will be one midterm exam (held during class) and a final exam (held during finals week). All exams are closed book, closed notes, and must be individual work. It is expected that you take each exam at the scheduled time, unless you make prior arrangements with me, or have a documented illness (in which case I expect you to contact me as soon as possible). You will be tested on the material I covered in class. The textbook alone may not be sufficient for adequate preparation for the exams.

Labs
The labs are designed to augment the lecture material with practical experience using command line development tools and to reinforce programming concepts. Attending and completing the accompanying programming lab is required. You will not receive credit for any labs that you miss. A university-approved excuse will allow you to make up a lab.

Programming Projects
There will be approximately 6 programming projects. The programming projects involve reading, modifying and writing C++ code. You will submit your projects electronically. The projects will also be graded electronically. Details on individual programming assignments and the detailed requirements for them will be given when they are assigned. The general program requirements listed on the course website apply to all programs.

You will be provided with an account on departmental undergraduate Unix server. You are, however, free to do your work on any other Unix machine you have access to.

Late Policies
• quizzes no late quizzes accepted, no make-up quizzes;
• exams no late exams, no make-up exams;
• projects late projects accepted. 10% of the grade is subtracted for each day the project is late. For penalty calculation Saturday and Sunday are counted as one day.
Late work will be accepted as stated above. I may waive the late policy conditions only in case of a documented illness or some extraordinary circumstance. In either case you have to contact me immediately. With respect to projects, my decision to grant you a waiver is partially influenced by the degree of completion of the work assigned. For example, if the project is assigned for 2 weeks, by 10th day I expect you to complete 65-70% of the work.

In general, you will have adequate time to complete each assignment. However, you should begin working on each assignment early so that you will have plenty of time for debugging which may take significantly longer than the initial code writing. Waiting to start coding until the night before the due date for a project is a bad idea.

**Academic Integrity**

Student-teacher relationships are built on trust. Students must trust that teachers have made appropriate decisions about the structure and content of the courses they teach, and teachers must trust that the assignments that students turn in are their own. Acts that violate this trust undermine the educational process. Academic dishonesty in any form will be penalized up to assigning grade F in the course.

**Cooperation on Homework Assignments and Programming Projects**

For both homework assignments and programming projects, I strongly believe that discussion with your peers is an excellent way to learn. If you don’t understand something, discussing it with someone who does can be far more productive than beating your head against the wall.

Having advocated discussion, then, I must be clear what is allowed, and what is not. In general, students are allowed to cooperate as follows: you are allowed to discuss with other students the assignment, and general methods for solving the assignment. However, you are not allowed to work with someone else to actually solve the assignment, or to write code (even pseudo-code) for a program, and you are certainly not allowed to copy anyone else’s solution; doing any of these things will be considered cheating, and will constitute grounds for failing the course. Note that there is a fine line between discussion and cheating. If you are unsure what is allowed and what isn’t, feel free to discuss the distinction with me, but if something feels uncomfortable, it’s probably not allowed.

Finally, you should be careful not to give others access to your code. This means that you shouldn’t keep your program in a publicly accessible directory, you shouldn’t leave your terminal unattended, and you shouldn’t forget to pick up your printouts.

**Grading**

Your final course grade will be calculated as follows:

- quizzes (approximately 6) 10 points each, worst score dropped
- class participation 25 points
- programming projects (approximately 5) 20 points for the first project 50 points for each subsequent project
- midterm exam 100 points
- final exam 100 points
- lab points 140 points

**TOTAL POINTS:** 630 points

The sum of the possible scores on all assignments is considered 100% and your final course grade will be determined as follows – A = 93–100%, B = 83–86.99%, etc. There will be no curve at the end of the course, although individual exams may occasionally (although rarely) be curved. Note that this means that your score will not be rounded up: if you get 69.99% you will get a D+ not a C-. Thus you should always be able to determine how well you are doing in the course.
You will provide me with a pseudonym by the end of the second week of class. Your grades will be posted on the course's webpage under your pseudonym in a directory that is only accessible with a proper userid and password.

Letter grades will be assigned according to the following percentages. Plus/Minus grades will be given.

\[
\begin{align*}
93\% & \leq A < 100\% \\
90\% & \leq A- < 93\% \\
87\% & \leq B+ < 90\% \\
83\% & \leq B < 87\% \\
80\% & \leq B- < 83\% \\
77\% & \leq C+ < 80\% \\
73\% & \leq C < 77\% \\
70\% & \leq C- < 73\% \\
67\% & \leq D+ < 70\% \\
60\% & \leq D < 67\% \\
0\% & \leq F < 59\%
\end{align*}
\]

**Students with Disabilities**

University Policy 3342-3-01.3 requires that students with disabilities be provided reasonable accommodations to ensure their equal access to course content. If you have a documented disability and require accommodations, please contact the instructor at the beginning of the semester to make arrangements for necessary classroom adjustments. Please note, you must first verify your eligibility for these through the Office of Student Accessibility Services on the Ground Floor of the DeWeese Center (contact 330-672-3391 or visit www.kent.edu/sas for more information on registration procedures).

If you wish to take your examination at the SAS Center, you must notify your instructor one week in advance. You must begin your examination at the same time that your classmates begin it.

**Student Expectations**

- This is a computer-programming course. Computer-programming is best learned by actually writing lots of computer programs. You will need to spend a lot of time designing, writing and debugging programs.
- Start work on a programming assignment as soon as possible after it is given. This will allow you to discover things that aren't clear to you and ask questions about them. It is hard to write a program quickly at the last minute, it is highly recommended to avoid this situation. Also, unforeseen circumstances often occur.
- Attendance is necessary and expected. It is up to the student to make up any missed material. If a class is missed it is best to get notes from a fellow student (who has taken good notes). This will be the best record of what transpired during the class meeting.
- You have a printer quota of 50 pages. Additional pages may be purchased at 3 cents per page. At least 24 hours must be allowed for the quota to be increased.
- Please turn off any phones, beepers, or other noise-making device before class begins.
- The schedule and procedures for this course are subject to change. Changes will be announced in class and posted on the course website, it is the student's responsibility to learn and adjust to changes.
- If you have any problems, including understanding the material that we cover in class or using the computer, please email me and/or bring your questions/problems to office hours.
ADMISTIRATIVE POLICY AND PROCEDURES REGARDING
STUDENT CHEATING AND PLAGIARISM

Condensed Version

For complete policy and procedure go to www.kent.edu/policyregister 3342-3-01.8.

Cheating and plagiarism constitute fraudulent misrepresentation for which no credit can be
given and for which appropriate sanctions are warranted and will be applied.

The university affirms that acts of cheating and plagiarism by students constitute a subversion
of the goals of the institution, have no place in the university and are serious offenses to aca-
demic goals and objectives, as well as to the rights of fellow students.

"Cheat" means to intentionally misrepresent the source, nature, or other conditions of academic
work so as to accrue undeserved credit, or to cooperate with someone else in such mis-
representation. Cheating includes, but is not limited to:

1. Obtaining or retaining partial or whole copies of examinations, tests or quizzes before these
are distributed for student use;

2. Using notes, textbooks or other information in examinations, tests and quizzes, except as
expressly permitted;

3. Obtaining confidential information about examinations, tests or quizzes other than that
released by the instructor;

4. Securing, giving or exchanging information during examinations;

5. Presenting data or other material gathered by another person or group as one's own;

6. Falsifying experimental data or information;

7. Having another person take one's place for any academic performance without the specific
knowledge and permission of the
   instructor;

8. Cooperating with another to do one or more of the above;

9. Using a substantial portion of a piece of work previously submitted for another course or
    program to meet the requirements
    of the present course or program without notifying the instructor to whom the work is
    presented; and

10. Presenting falsified information in order to postpone or avoid examinations, tests, quizzes,
or other academic work.

“Plagiarize” means to take and present as one’s own a material portion of the ideas or words of
another or to present as one’s own an idea or work derived from an existing source without full
and proper credit to the source of the ideas, words, or works. As defined, plagiarize includes,
but is not limited to:
a. The copying of words, sentences and paragraphs directly from the work of another without proper credit;

b. The copying of illustrations, figures, photographs, drawings, models, or other visual and nonverbal materials, including recordings of another without proper credit; and

c. The presentation of work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers.

**Academic Sanctions**

The following academic sanctions are provided by this rule for offenses of cheating or plagiarism. Kent campus instructors shall notify the department chairperson and the student conduct office each time a sanction is imposed. Regional campus instructors shall notify the regional campus dean and the student conduct officer each time a sanction is imposed. Regional campus student conduct officer shall notify the Kent student conduct office each time a sanction is imposed by a regional campus Instructor. The following academic sanctions are provided by this rule for offenses of cheating or plagiarism. In those cases the instructor may:

1. Refuse to accept the work for credit; or

2. Assign a grade of "F" or zero for the project, test, paper, examination or other work in which the cheating or plagiarism took place; or

3. Assign a grade of "F" for the course in which the cheating or plagiarism took place; and/or;

4. Recommend to the department chair or regional campus dean that further action specified in the rule be taken. The department chairperson or regional campus dean shall determine whether or not to forward to the academic dean or to the vice president for the extended university a recommendation for further sanction under this rule.

**Academic Appeals**

The general principle that applies to the following procedures is that an appeal is directed to the administrative level immediately above the unit from which the appeal emanates.

Appeals are limited to the following reasons:

a. The decision is arbitrary or unreasonable,
b. The decision resulted from a procedural error,
c. The decision is not in accordance with the facts presented,
d. New information is available which may suggest modification of the decision.

For complete policy and procedure go to [www.kent.edu/policyregister 3342-3-01.8](http://www.kent.edu/policyregister 3342-3-01.8).