

CISC 105: Computer Concepts Accelerated - Spring 2005

**Class Meetings:** MWF 1:00-1:50 (Section 25)

**Instructor:** Andrew B. Perry, Ph.D.

**Office:** Schoo 118

**Office Hours:**

Mon/Wed/Fri 11-11:30 AM

Mon/Wed/Fri 2-3 PM

Tuesday 10-10:30 AM

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**Course Description :** This course emphasizes computer literacy and competency and provides a foundation for more specialized areas of computer science. Computer skills are developed through practical experiences with widely used operating systems and software.

**Prerequisites:** None

**Materials:**

- **REQUIRED TEXTBOOK:** Creating Web Pages with HTML - Carey - ISBN 0-619-10114-8 - you'll need this book frequently during the course
- Discovering Computers 2005 (Shelley-Cashman Series)- optional textbook - you'll need it for homework only
- One 32 MB or larger storage device. I suggest a 128 MB or 256 MB USB flash drive, which you can buy for about \$ 25.00 and use well beyond this course. (Or, you could buy a 100 MB Zip Disk for \$ 10.00.)

**Grading Procedures:** Final grades will be computed as follows:

Minor Assignments (Labs, Homework) ... 20 %  
Quizzes (four to five) ... 50 %  
HTML Project ... 30 %

Students will be guaranteed minimum grades according to the following schedule:  
94 % = A ; 90 % = A- ; 87 % = B+ ; 83 % = B ; 80 % = B- ; 77 % = C+ ; 73 % = C ; 70 % = C- ; 67 % = D+ ; 63 % = D ; 60 % = D-

**Late Submission of Assignments:** Students may submit up to three (3) assignments late during the semester for full credit, but only if these assignments are received by the beginning of the next class meeting after the due date. If more than three assignments are submitted one class period late, they may be subject to a small penalty at the discretion of the instructor (depending on extenuating circumstances). Any work submitted more than one class period late will receive a grade of ZERO PERCENT (0 % ) unless prior arrangements had been made with the instructor in advance of the due date - or a lesser penalty at the instructor's discretion.

**Classroom Format:** Lecture, Lab Exercises

**Class Web Sites:** We will use the Manhattan course management system from time to time. At the beginning of the semester please log on to this virtual classroom. If necessary, I can help you get started Please go to the Post Office module and send me (Andrew Perry) an email for practice. Go to [www.springfieldcollege.edu](http://www.springfieldcollege.edu) - current students - manhattan online coursework and follows links to our section. I also have my own web site **[www.professorperry.com](http://www.professorperry.com)** .

**Attendance:** Attendance at all classes is required, unless you have arranged an excused absence BEFORE the class in question. See the *Student Handbook* for examples of excusable absences. Generally I will be quite flexible and lenient IF YOU INFORM ME IN ADVANCE. In order for an absence to be excused, you must send me email through the Manhattan Post Office module including the date of the absence and the reason.

This Manhattan Post Office email should be sent as early as possible, but in any case no later than twenty-four (24) hours after the missed class.

Attendance will affect your final grade as follows:

- Zero unexcused absences and at most one excused absence ... increase final grade by 1 %
- At least 1 week equivalent (150 minutes) of unexcused absences (but less than 2 weeks or 300 minutes) ... decrease final grade by 5 %
- At least 2 weeks equivalent (300 minutes) of unexcused absences ... decrease final grade by 10 %

For example, if your course average is 91 % (ordinarily an A-) but you have 200 minutes of unexcused absences, you will have a net 86 % score and a B for the class.

### **Approximate Examination Dates:**

- First quiz approx. February 14
- Subsequent quizzes every two to three weeks thereafter
- Scheduled Final Exam Time: Thursday, May 5, 12:30 PM. This time will most likely be used for presenting final projects to the class.

Exact examination dates will be announced in class.

### **Course Outline:**

1. Computer Concepts (e.g. binary data) (approx. 12 classes )
2. HTML (approximately 24 classes)
3. Miscellaneous Software, such as Microsoft Excel (approximately 3 classes)
4. JavaScript (approximately 3-6 classes)

**Statement on Academic Honesty :** Academic dishonesty of any sort will not be tolerated. Students cheating on exams or engaged in any other improper behavior will be reported to the Dean of Students for appropriate disciplinary action, and at the instructor's discretion, will normally receive a grade of F for the course.

**Statement on Classroom Decorum :** Students are expected to behave in an adult manner during class time. No eating or drinking is permitted. If students must talk to one another during a lecture, it should be very quiet. Students creating a disturbance will be asked to leave class.

**Statement on Special Needs:** If you have a documented physical, learning, or psychological disability on record with the Director of Student Support Services (748-3768), you may be eligible for reasonable academic accommodations to help you succeed in this course. It is your responsibility to request such accommodations in advance and to provide appropriate documentation to the Director of Student Support Services. Please let me know of your request as soon as possible, so that I can work with you and the director to arrange for reasonable accommodations.

**College Policies on Attendance and Academic Honesty:** See the *College Catalog* or the *Student Handbook* for the complete text of these policies.

**Course Outcomes:**

1. Students will understand and be able to explain the basic functions of computer hardware and software.
2. Students will be able to design and write code for a web page using HTML.
3. Students will be able to write simple programs in JavaScript

**Assessment of Outcomes:** Homework, Exams