CS122 Summer 2008 Syllabus

Course Overview
This course is one of a three course sequence introducing technical computation and programming through use of Maple. Topics to be covered include: symbolic and numeric computation as used in the standard applied mathematics used in engineering; scripting and procedure writing; testing and software engineering for ease of reuse.

Meeting time
Mondays from 6:00 - 7:50 pm for 5 weeks. University Crossing 145. 7/28 to 8/25.

Due Dates
EXTREMELY IMPORTANT: Every week class will be held on Monday. Every week, labs will be due by Friday 5pm. Every week, a quiz will be given that will be due by Friday 5pm. The first quiz is due 8/1 at 5pm.

Course Staff

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
<th>Office Hours in University Crossings, Room 147</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>Ryan Walls</td>
<td><a href="mailto:rw339@drexel.edu">rw339@drexel.edu</a></td>
<td>T - 12:00 - 4:00 pm</td>
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<tr>
<td>Undergraduate assistant</td>
<td>Diya Biswas</td>
<td><a href="mailto:db369@drexel.edu">db369@drexel.edu</a></td>
<td>Th - 2:00 - 5:00pm</td>
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<td>Undergraduate assistant</td>
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<td>F - 2:00 - 5:00pm</td>
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Grading

<table>
<thead>
<tr>
<th>Component</th>
<th>Quantity</th>
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<th>Total Weight</th>
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<tbody>
<tr>
<td>Labs</td>
<td>4</td>
<td>11%</td>
<td>44%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>4</td>
<td>5%</td>
<td>20%</td>
</tr>
<tr>
<td>Exam</td>
<td>1</td>
<td>36%</td>
<td>36%</td>
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</tbody>
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Your course grade depends on 4 labs, 4 quizzes, and a lab proficiency exam given the final week of the term. Weighting is given above. Each quiz is equally weighted. Some quizzes may have more questions than others. Unexcused missed quizzes, labs, or exams will be given a grade of 0. Course grades will be one of: A, B, C, D or F. No minus or plus grades will be awarded.

Lab grading

There are two ways to get credit for a lab:

1. Attend your regularly scheduled lab and fully participate for the entire period. You need to submit a Lab worksheet to Blackboard at the end of the period, and sign the attendance sheet to ensure credit for this. The only proof you have that you attended lab beyond the instructor’s memory will be your signature on the attendance sheet. This will result in getting full credit (a grade of 1.0 for the lab). An unexcused departure from the lab before it is finished will disqualify you from credit for your lab in this way.

To get permission to leave a lab early without penalty, you must complete all of the required and optional problems and have a course staff member verify that you have completed these
problems correctly. The staff member will then *formally sign you out* by making a note next to your name on the sign-in sheet.

2. If you have an "excused" reason for missing class and you notify the instructor in advance, you will be allowed to submit your completed lab file to Blackboard by the lab submission deadline. If the lab is submitted on time and the instructor informed, then you will be awarded a grade based on how much of the lab you complete correctly. (If you have any difficulties in submitting files to Blackboard properly, contact your instructor or any of the course staff in the Cyber Learning Center.)

**Quiz grading**

After each lab, an on-line quiz must be taken through Maple TA. The quizzes are posted by 5pm on Wednesdays at the latest. Quizzes must be completed by 5pm on Friday. Maple TA will award your score immediately upon completion of your quiz. Make note of it. In some versions of Maple TA, quiz-takers must hit separate “grade” and “save and quit” buttons in order to record their quiz score. If you forget to hit the “grade” button means, it means that there will be no record of your score. This is not a catastrophe, but it does mean that you need to get your instructor to intervene manually to get the grading done.

**Exam grading**

The lab proficiency exam is given in Week 5, in lab during your regularly scheduled section meeting. Given through Maple TA, it typically consists of 15-25 questions similar to those given in the quizzes. Scoring will be similar to those quizzes. Quizzes 1-4 will be made available as practice quizzes in the period before the exam is given.

**Grade book**

The class web site on Blackboard/Vista contains a list of all recorded grades for you. Scores may appear a few days after the event since they have to be transferred by course staff from Maple TA or from attendance records. If you do not see a score from a quiz or lab appear in Blackboard within seven days, you should contact your instructor to clear a discrepancy.

**Making up work**

1. **Lab Makeup Policy:** If you cannot attend your regularly scheduled lab for a recognized reason (you have a medical problem, a personal emergency, or are traveling to an athletic competition), please contact your instructor *in advance*. Depending on your reason for absence you may be allowed to make up the missed work outside of class. If you make up the lab outside of class, you must ask a course staff member to formally grade your lab and enter your lab grade into WebCT. In order to receive *full credit (1.00)* for making up a lab outside of class, you must complete all of the required problems correctly—otherwise, you will receive *partial credit* based on the instructor’s judgment about the proportion of required work which you have completed correctly. You must submit your makeup lab before the due date. Makeup labs will *not* be accepted after the deadline, since at that point solutions will have been posted on Vista/Blackboard.

2. **Quiz Makeup Policy:** Since you will have two full days to complete each quiz and can take the quiz from anywhere that you have access to a web browser, there will be no makeup quizzes. You must complete each quiz before the deadline. It is your responsibility to complete the quiz on time taking into account the likelihood of last minute problems such as temporary system congestion or failure. Deadline extensions will be granted to system problems only if they are lengthy (several hours) and due to institutional causes from within Drexel. It is your responsibility to check that Maple TA has a record of your quiz work *before the quiz is due*. (Use the "View my results in this class" link on the Maple TA CS
If there is a problem with Maple TA, you must bring it to the attention of your instructor before the quiz is due, not after the due date has passed.

3. Exam Makeup Policy: All students are expected to take the proficiency exam when it is scheduled for their section.

4. Excused absence policies:
   a) If you miss a quiz/lab deadline or the exam due to illness, you will need a written note from (and signed by) your physician to document the nature of your illness and how long you were/are unable to work. Contact your instructor about your medical situation as soon as possible.
   b) If you have a disruptive personal or family emergency, contact your instructor as promptly as circumstances permit. You will be asked to talk to Engineering Student Services (155 University Crossings) who will ensure that your absence will be explained to and handled by all your course instructors. With an excused absence for a lab or quiz, the average of your other labs or quizzes will be used to compensate for the one(s) that you missed. The proficiency exam cannot be skipped, but it will be rescheduled.
   c) Without a valid excuse, you may get a score of zero for the lab/quiz/exam. “I forgot” or “The dog ate my alarm clock” are not going to be taken seriously as reasons for relieving you of your responsibility for completing things on time.

Taking Quizzes
All quizzes will be given on-line, via Maple TA. Maple TA will provide you with feedback on your work immediately after the quiz is due. As before, you will need the following information to login to Maple TA in order to take a quiz or view your results in the class:
Maple TA Login: Your Maple TA username is the same as your DrexelOne username (e.g., xyz23). Maple TA Password: Your initial Maple TA password is your Drexel student ID number (e.g., 12345678 not your DrexelOne password). After you login to Maple TA for the first time, you can change your Maple TA password to whatever you like. Note that the passwords to all accounts have been reset from last term.

Study Groups
We encourage you to work together on the labs and even form your own study group. We encourage your groups to meet with the course staff while they are on duty for office hours.

Course Website
Vista/Blackboard web site: This is the site you access through learning.drexel.edu or less directly through one.drexel.edu.

Academic Dishonesty
Drexel’s policy on academic dishonesty, which applies to this course, may be read at http://www.drexel.edu/provost/policies/academic_dishonesty.asp. All incidents of academic dishonesty will be reported to Kevin Scoles, Associate Dean of the College of Engineering. Violations of the policy include: copying answers from other students to answer a Maple TA quiz, giving answers to other students to allow them to answer questions on the proficiency exam, or using unauthorized reference materials during the proficiency exam. The web page on dishonesty linked to above mentions a number of other actions besides these obvious ones that are considered violations of the policy. The penalty for academic dishonesty in the course is at the discretion of the instructor. Penalties that may be levied include one or more of the following: losing points on the lab, quiz, or assignment (including loss of all points, or even a negative score); a lowered or failing final grade for the course with no opportunity to withdraw; and expulsion from the university.