COSC 1301.01W: INTRODUCTION TO COMPUTING

COURSE SYLLABUS : Spring 2020

Instructor: Thomas L. Brown, Adjunct Professor

Office Location: Journalism 202

Office Hours: Tue & Thu 9:00 & 11:00 + appointments

Office Phone: 903.886.5409

University Email Address: tom.brown@tamuc.edu

Preferred Form of Communication: email; and http://csci.website

Communication Response Time: next classday (or before)

Textbooks and Resources:
   Computing Essentials 2017: Timothy and Linda O'Leary, isbn 978-1-259-56365-2; and

   Microsoft Office 2013: Case Approach by Timothy and Linda O'Leary isbn 978-0-07-351937-1

   The student is expected to have easy access to a recent version of Microsoft Office—either a personal copy or access to a computer lab. All Texas A&M Commerce laboratories and the university library have Microsoft Office.

COURSE DESCRIPTION

This course introduces the fundamental concepts of computing as well as computer application software(word processor, spreadsheet and presentation software.

Student Learning Outcomes (as measured by textbook and laboratory assignments and the final exam):
   0. Understand the Internet and Internet Technology.

   1. Describe, define and apply the major components of Electronic Commerce

   2. Learn and apply application software

   3. Utilize System Units and components.

   4. Define, develop and process Input/Output (I/O)

   5. Comprehend the use of Secondary Storage

   6. Understand the use of communications networks

   7. Apply ethical computing, security, database, analysis & design, as well as programming language concepts and practices for future work.

TECHNOLOGY REQUIREMENTS

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

COURSE REQUIREMENTS

Minimal Technical Skills Needed: Students enrolling in this course should have mastered computer essentials including the use of a text editor, a graphical user interface, and a common web browser(e.g. FireFox). If a personal computer is preferred rather than a laboratory computer, it is expected that the student can download, install and configure software.

Instructional Methods: This is an online course to introduce computer science concepts and applications. Your professor will maintain regular office hours and you may receive additional assistance at the Computer Science lab in Journalism 200.

Student Responsibilities or Tips for Success: It is expected that the student will regularly log into the course website (http://csci.website), read chapter assignments and, complete homework and laboratory exercises, and submit solutions to assignments on or before the announced due dates.

GRADING AND ASSESSMENTS

Final grades in this course will be based upon points earned on homework assignments, labs, and the final exam. There will be 200 possible points to earn on homework, 100 on labs, 100 on the final exam. A point total in the range 360 to 400 will earn the grade of "A", 320 to 359 a "B", 280-319 a "C" and so on. Follow College policy to obtain a grade of "X".

COURSE PROCEDURES/POLICIES

1. Assigned Readings: The student is expected to read textbook assignments to prepare for scheduled discussions of the material. The student is also expected to access online course materials to obtain assignments and related materials.

2. Interaction: The student is expected interact and communicate with the professor frequently. Regular interaction should ensure that expectations are understood, and give feedback to monitor and assess progress.

3. Homework, labs, and final exam: The student is expected to complete each graded activity at the scheduled time. Should one of these activities be missed, the grade for the next activity of the same type will be used for both.

4. Intellectual Honesty: The discovery of plagiarism (example: copying from another's lab solution) will result in a grade of zero on a particular lab or other individually graded activity. A subsequent breach of this policy mandates a grade of "F" for the course.

SYLLABUS CHANGE POLICY

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

UNIVERSITY SPECIFIC PROCEDURES

Student Conduct: All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. See Student Guidebook.

TAMUC Attendance: For more information about the attendance policy please visit the Attendance webpage.

Academic Integrity: Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the Undergraduate Academic Dishonesty statements.

ADA Statement: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. If you have a disability requiring an accommodation, pleas contact: Office of Student Disability Resources and Services Texas A&M University-Commerce, Gee Library, Room 162, phone 903.886.5150 or 5835; or email StudentDisabilityServices@tamuc.edudentDisabilityResourcesAndServices/

Nondiscrimination Notice:
Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement:
Texas Senate Bill-11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or dial 911.