ITSE 1302
Computer Programming

CLASS SYLLABUS

LONE STAR
COLLEGE
UNIVERSITY
PARK

Instructor Contact Information	
Instructor: Bruce Caraway	**Office Location:** N/A
Email: bruce.caraway@lonestar.edu	**Student Hours:** Contact me via Slack…
Phone: 832-465-6061	**Website:** carawaysclass.com

Welcome to ITSE 1302	
Course Title: ITSE 1302	**Classroom Location:** Online
Course Subject: Computer Programming	**Semester and Year:** Summer I 2020
Course Section(s): 6001/2	**Class Days & Times:** ONLINE
Course Dates: June 1 - July 7, 2020	

Course Overview	
Credit Hours: 3.0	**Lecture Hours:** 2.0
Credit Hours: 3.0	**Lab Hours:** 3.0
Corequisites: ITSC 1301 or COSC 1301 or BCIS 1305 (for Business majors only) Department Approval.	**Total Contact Hours:** 80

Syllabus Fast Facts

- At a minimum, check Codio and Slack *weekly* for scheduled Learning Activities and Assignments.
- Our slack.com class team site is the best way to reach your instructor. Be sure to register for access as soon as you receive the invitation email from me.
- For Slack communications received between *Monday and Friday noon*, I will reply by 5pm, the following day.
- For Slack communications received between *Friday noon and Sunday or on holidays*, I will reply by 5pm, the following Monday.
- Call OTS (832-813-6600) for technical issues with your student email or D2L.
- Work is to be submitted by the Due Date. **Late work may be declined or subject to penalty**.
- Technical issues with your personal computer or Internet access do not exempt you from turning your assignments in on-time.

Catalog Description

This course is designed to equip you, the student, with the primary critical thinking and fundamental programming skills necessary to solve fairly complex problems. You should develop skills that incorporate the fundamental ideas of structured programming in your problem solving approach. This course will serve as the foundation for understanding how to program.

Generally (and per the course catalog), this course will introduce you to concepts and tools used in designing, developing, testing, implementing, and documenting computer programs.

You can expect to spend at least 6-10 hours per week on this course during a 5-week semester.

Student Learning Outcomes

Generally, students completing this course will be able to:

1. Design computer programs
2. Develop (write) computer programs
3. Test computer programs
4. Implement computer programs
5. Document computer programs

Getting Ready

Required Material:
To complete the course assignments you will need:

- Access to a personal computer with a current, updated operating system.
- Chrome or Firefox web browser must be installed to complete course assignments.
- Access to Codio.com: registration link.

Optional Material: None

Assignments

Assignments are due according to the schedule posted in Codio. Students are responsible for meeting assignment due dates.

Instructor Guidelines and Policies

Communication

We will use Slack.com for most student-to-professor and student-to-student communication. Slack is an on-line communication tool that allows team members or students in a class to stay in contact with each other.

With Slack, you can hold a direct conversation with your instructor, share an idea with one of your classmates, or enter into a discussion with a group of your classmates.

I will email you an invitation to our Slack class site, during the first week of class. This will include everything you will need to know in order to join and participate in our Slack class.

Emailing Your Instructor

Slack is always your best choice in communicating with me, but there may be instances where you need to email me, e.g., you are unable to login to Slack. In these instances, be sure to include your name, course name, and course number in the email. If you do not fully identify yourself and the course, I will likely not reply. Keep the body of your message brief and to-the-point. Here is an example of a good email:

> *Professor Caraway:*
>
> *I am Angela Ford from your BCIS 1305 (Business Computer Apps) class. I am having difficulty accessing our Slack class site. Can you please help me?*
>
> *Angela Ford*

Attendance

We do not formally meet during the week so no attendance is taken. I do reserve the right to assign tasks that may require your participation in on-line Slack discussion channels. It is your responsibility to keep up with the material and to check in for updates, assignment due dates, and potential schedule changes.

Should you anticipate that you will not be able to log on and participate in class for an extended period (72 hours), please notify me in advance. Not logging in to the on-line class at a regular interval will significantly impact your chance for success. **I will withdraw a student if they are not active in the course and do not respond to my Slack or email correspondence during a 7 day period.**

Office Visits

With campuses closed for the ongoing pandemic, I am happy to set up a "virtual" meeting using WebEx or a phone call - just contact me via Slack to schedule a session.

Late Work

Work is to be submitted by the Due Date. **Late work may be declined or subject to penalty.**

Class Participation

The college classroom is a place for adult men and women to meet with a common purpose of improving their intellectual and academic skills. This applies to both face-to-face and on-line classes. When engaging your instructor and fellow students, you will be expected to treat everyone with respect and in a professional manner. The use of profanity, derogatory terms, and threats in any class-related forum will not be tolerated. If a student violates this rule, they will be asked to leave the classroom (in a face-to-face section) or their access to the class will be blocked (in an on-line section).

The violating student will not be allowed to return to class or regain access until he or she arranges a conference with the instructor. It is the student's responsibility to arrange for this conference.

Civility Statement

Members of the Lone Star College, which includes faculty, staff, and students, are expected to act honestly and responsibly in all aspects of campus life. Lone Star College holds all members accountable for their actions and words. Therefore, all members should commit themselves to behave in a manner that recognizes personal respect, and demonstrates concern for personal dignity, rights, and freedom of every member of the College community, including respect for the College property and the physical and intellectual property of others.

Non-attendance at Start of Semester

You must **log into our class** and **post to the #introductions Slack channel by to the Official Day of Record (ODR)**. Otherwise, you will be administratively withdrawn from the class, no exceptions. For Summer I 2020, ODR is:

- June 4, 2020

Please make every effort to login and post to the Slack #introductions channel ASAP - don't delay.

Withdrawal Policy

Withdrawal from the course after the official day of record and prior to "W" Day, June 23, 2020 will result in a final grade of "W" on your transcript. Instructor approval is necessary if you want to withdraw after official day. No credit will be awarded for a course earning a "W." If you stop attending class, you must withdraw at the registration office prior to "W" day.

*If you stop attending class and do not officially withdraw, you **will receive an "F"** for the course.*

Incompletes

An 'I' or Incomplete will be considered only in extreme cases of illness or emergency. An Incomplete will only be considered for those students who have completed at least 75% of the course material and have a passing average (70 or better) for those assignments that they have completed. Granting an Incomplete is fully at the discretion of your instructor.

A student who receives an "I" does not re-register for the course and must complete the course no later than the set due date not to exceed the end of the following fall or spring semester. The instructor must submit a signed "I" contract to the appropriate division; students will receive a copy of the contract following approval by the Dean or designee.

Six Drop Rule

Students who enrolled in Texas public institutions of higher education as first-time college students during the Fall 2007 term or later are subject to section 51.907 of the Texas Education Code, which states that an institution of higher education may not permit a student to drop (withdraw with a grade of "W") from more than six courses, including courses that a transfer student has previously dropped at other Texas public institutions of higher education that have already been counted against their six drop limit.   Each student should fully understand this drop limit before you drop any course. Please see a Counselor or Advisor in our Student Services area for additional information and assistance. *This policy does not affect developmental or ESOL students.*

Conflict Resolution

If you have an issue with any aspect of the class (grading, policies, instructor behavior, etc.), please discuss the issue with your instructor outside of class time. If you cannot resolve the issue with your instructor, you may contact the department chair to further discuss the matter.

Department/Division Contact:

- Department Chair, BUSI, C.I.T., ENGR, ELTE, MCHN, PTRT: Gary Tucker | gary.d.tucker@lonestar.edu| 281-290-2957 | Office: UP13.868
- Dean of Instruction, Business, Applied Sciences, Computing, and Engineering Technologies: Dr. Steven Kahla | steven.c.kahla@lonestar.edu | 281-655-3788

Grade Determination

Evaluation will be based on the following grade components:

Grade Type	Points	Percent of Final Avg
Quizzes	200	20
Programming Projects	600	60
Discussion	100	10
Final Exam	100	10
TOTAL POINTS	**1000**	**100**

Letter Grade Assignment:

Points Earned	Letter Grade
900-1000	A
800-890	B
700-790	C
600-690	D
0-590	F

Tentative Course Outline

Week	Module	Topics & Assignments
1	1 2	Python Basics Conditionals
2	3 4	Iteration Functions
3	5 6	Strings Simple Data Structures
4	7 8	Complex Data Structures Files
5	–	Final Exam

Lone Star College-University Park Learning Center is committed to your success!

GradUP

The LSC-University Park community is here to support you and we encourage you to graduate! Many of you come to a community college because it provides an open door and it makes sense financially. What you may not realize is what attaining an associate's or workforce degree can do for you. Below are just some of the reasons why a degree is a positive move for your life and career:

1. You'll be eligible for more jobs.
1. You could have higher earning potential.
1. You can finish in two years or less.
1. You have options for career paths.
1. You can discover what you want from your academic program and career.
1. You can apply for additional scholarships.
1. Many of the colleges in Texas have articulation agreements with community colleges that allow you to receive full credit for the courses you have completed.
1. Your transfer acceptance is higher with an associate's degree.

If you have any questions or need guidance with your academic plan and graduation, please ask for assistance. There are resources, advisors, and additional materials available to you. Because your academic success is important, Lone Star College fosters and commits to a set of cultural beliefs.

Your success is our primary goal!

If you are experiencing challenges achieving your academic goals, please contact your instructor or an advisor. We can provide assistance with academic needs, ADA accommodations, classroom difficulties, financial concerns, and other issues.

Academic Coaching (formerly Tutoring)

Academic coaching is available through the Student Learning Resource Center (SLRC). Please visit UP Tutoring Center for information on hours and location.

Advising

The Advising process is an integral part of your academic success. Academic advisors are available to assist you with a variety of academic services including admissions, testing, advising, registration, referral of campus and community resources, add/drop/withdrawal process, transfer planning and graduation processes. Please visit Advising for information on hours and location.

Academic Calendar: www.lonestar.edu/academic-calendar

Final Exam Schedule: www.lonestar.edu/examschedule.htm

Important Registration Dates - Summer 2020

Mar. 2 Registration begins
May 1 Payment due (May mini-mester)
May 11 May mini-mester begins
May 22 Payment due (Summer 2020)
May 31 3-week mini-mester ends
June 1 Summer I classes begin
June 7 4-week mini-mester ends
July 7 Summer I classes end
July 9 Summer II classes begin
Aug. 16 Summer II classes end

Counseling Services

Counseling services are available to students who are experiencing difficulty with academic issues, selection of college major, career planning, or personal issues. Please visit www.lonestar.edu/counseling-services.htm for information on hours and location.

The Assistive Technology Lab

The Assistive Technology Lab is available for students who benefit from its various technologies to convert text to speech, magnify items, convert text to Braille, etc. For further information, please visit www.lonestar.edu/UP-AssistiveTech.htm for information on hours and location.

Library (Student Learning Resource Center)

The Lone Star College-University Park Student Learning Resource Center (SLRC) is located in Building 12, 8th floor and contains information resources for both college students and community members. Librarians are available to assist with research. To contact a reference librarian email uplibrary-ref@lonestar.edu. For SLRC hours and contact information, please visit www.lonestar.edu/UP-Library.htm.

Disability Services

If you are an individual with a disability and need classroom accommodations, please contact the Disability Services Office. Additional information may be accessed online at the Disability Services web page.

Assessment Center

The Lone Star College-University Park Assessment Center is located in Building 13, Room 240. See link for all testing center hours: www.lonestar.edu/testing-centers.htm.

Lone Star College-University Park Campus and System Policies

Please see this link for details: http://www.lonestar.edu/UP-Syllabus-Policies.