In this course students learn some of the tools and structured techniques used to design computerized solutions to problems. The emphasis is on the logic, algorithms and techniques to solve problems, not on the computer language itself. Topics include: algorithms, programming constructs, system and logic diagrams, pseudocode, and modularization.

Prerequisite:
Reading Level 5 or 6, MATH BA or instructor's approval.

Course Materials Needed:
- Flash Drive, Email account, or someplace to store files that we work on in class.
- One (1) green 100-answer test scan sheets (FORM NO. 882-ES). Keep it in pristine condition!

Course Tasks:
Your grade will be based on the following tests and assignments.

9 Assignments @ 20 points each 180
7 Quizzes @ 10 points each 70
1 Exam 90

Follow these policies on assignments or points will be deducted:
- Clearly list on your assignment your name and the assignment name
- On multi-page assignments, neatly put the pages in order and staple the pages in the upper left corner. I WILL NOT BRING A STAPLER TO CLASS!!!
- 20% will be deducted from your score if you fold pages or use paperclips to hold your pages together
- Do not use a cover page for your assignments or put them in a folder or binder

PowerPoint slides of the lectures presented in class and all assignments and handouts will be distributed through the private page web address listed at the top of this syllabus. The slides will
usually be available for downloading at least 12 hours before class. It is recommended that you print them and bring them to class and make YOUR notes on them. (I suggest printing them at 4 or 6 slides per page to conserve paper.) The slides by themselves convey major points discussed in class, as well as example programming code. This information is a good starting point for your studies. Taking notes on the printed handouts will add meaning to them and WILL help you prepare for the exam.

Grading:

Grades will be based on the percentage of total semester points earned, computed as follows:

- **Raw Percent** = Total points earned /Total points possible * 100
- **Final Grade Percent** = (Total points earned – (Low Quiz + Low Assignment)) / (Total Points possible – 30) * 100
- 90%+ = A, 80-89.99% = B, 70-79.99% = C, 60-69.99% = D, below 60% = F. (**I do not curve grades**)
- **Borderline Grades will be determined by class participation!!!** Participation that adds quality to the class discussions will improve your grade. Participation that adds little to no value to the class discussions will have the opposite effect.

**YOU** should keep track of your grade throughout the semester. Keep all assignments as proof of grades received in the **RARE** case of bookkeeping errors on my part.

**Student Learning Outcomes** (Top 4 representing focus of the course and the expectations of the instructor)

- The student will review structured and unstructured language code and compare/contrast good design with bad design.
- The student will develop hierarchy charts and pseudocode using the three basic programming structures: sequence, selection, and repetition.
- The student will compare/contrast documented and undocumented programs.
- The student will develop computer logic using assignment statements, arithmetic, logical and relational operators, arrays, and subprograms for a given set of problems.

**Academic Dishonesty:**

Unfortunately, the subject of academic dishonesty must be discussed for those who are inclined toward such activities. The campus's policy is listed in the campus catalog. Please review it for specifics. There is no need to engage in any unethical behavior in this class! If you need help, my door is always open. For those who need some explanation of what academic dishonesty is...

Academic dishonesty involves acts that may subvert or compromise the integrity of the educational process. Included is any act by which a student gains or attempts to gain an academic advantage for him/herself, or another, by misrepresenting his/her, or another's work or by interfering with the completion, submission, or evaluation of work. These include, but are not limited to, accomplishing or attempting any of the following acts:

- Using any materials that are not authorized by the instructor for use during an examination
- Copying from another student's paper during an examination
• Collaborating (i.e., talking, passing notes and/or signals, etc.) during an examination with any other person by giving or receiving information without specific permission of the instructor
• Stealing, buying or otherwise obtaining information about a course’s graded material
• Substituting for another person or permitting any other person to substitute for oneself to take an examination
• Submitting another person's work as yours either in its original or altered form
• Giving someone else your work to fulfill his/her assignment
• Plagiarizing

Late assignments, Make-up Exams/Quizzes, and time allowed for Exams/Quizzes:

MAKE-UP EXAMS OR QUIZZES WILL NOT BE GIVEN. NO EXCEPTIONS. DO NOT ASK. You will, however, be allowed to drop your lowest quiz score and your lowest assignment score. You may correct and resubmit a previously graded assignment and receive up to a MAXIMUM possible score of 70%. This must be done within one (1) week of the time that the assignment is returned to the class.

Assignments are due at the BEGINNING of the class session. I will announce, “Last call”, and after that announcement assignments will be considered LATE. NO e-mailed or faxed assignments will be accepted. You may always arrange to turn in assignments or take quizzes or the exam in advance of the scheduled times. You will be using Moodle to turn in an electronic copy of your assignment. This will be covered at the beginning of the semester.

The exam and quizzes will be timed. Quizzes will be given at random times. You will not be given extra time to complete the exam or quiz if you start late.

Extra Credit:

There will be NO opportunity to earn extra credit.

Attendance policy:

Attendance is MANDATORY. The attendance policy as outlined in the campus catalog will be enforced. Students must notify me in the event of class absences. Any student that is absent for more than two weeks without prior instructor notification may be dropped from the course. Verification of this is the STUDENT’S responsibility. It is also expected that students will notify me before class in the RARE instance of needing to leave class early. Students, not notifying me in advance, will be marked absent upon their early departure.

Classroom Etiquette

The basic rule underlying classroom etiquette is having consideration for others. The following list of guidelines has been assembled to help you understand what this means.

• Leave pagers/cell phones at home, or turn them to vibrate/silent mode and respond to them AFTER class ends. Do not leave class to answer the phone and do not text message (it is just as distracting to others as talking). A student may receive a 10-point grade reduction each time their ringer/buzzer/tune-player goes off in class. If you must leave during class,
please take your personal belongings with you because you will be finished for that classroom session.

- On the rare occasion that you cannot arrange childcare, well-behaved children are welcome in class. Bring them something quiet to occupy their time and please sit in the back of the classroom.
- Prepare your desk (take your books out, etc.) before lecture starts. Prepare to leave when the lecture is over, not five minutes before.
- If you need to leave or enter the classroom while class is in session, please do so in a non-disruptive manner. This includes (but is not limited to) walking in front of the class, letting the door slam, and making noises that prevent others from listening. If you need to leave class early, please notify me of your early exit before class and sit near the exit.
- Do not conduct personal conversations during class. Even though you may be speaking in a very low tone, your voice will carry and disturb others around you. Please conduct your conversations outside of the classroom.
- No eating in the classroom.
- Sleeping is not allowed. If you are tired, please rest outside of the classroom. You will be asked to leave if you sleep during class.

**Special Considerations**

Students with disabilities who believe they may need accommodations in this class are encouraged to contact Disabled Student Programs & Services (661-395-4334), FACE 16, as soon as possible to better ensure such accommodations are implemented in a timely fashion.

**SOME of Phil's Pet Peeves (Can you guess why?):**

- Student asks, “What am I getting in class?”
- Student asks any variation of, “I have to miss class today, are we covering anything important?”
- Student asks, “Do you have a stapler, spare pencil, test scan sheets, copy of the class notes, etc.?”
- Student comes to office hours at the very end of the semester and has this conversation with me:
  
  Student – “I think I’m getting a bad grade in class and I need help. I can’t flunk this class.”
  Phil – “What are your specific questions?”
  Student – “I don’t know what to ask. I don’t get any of it.”
  Phil – “Did you read the last chapter?”
  Student – “No”
  Phil – “Did you do the last homework?”
  Student – “No”
  Phil – “How’d you do on the last exam?”
  Student – “I had to miss it... I had something important to do.”
  Phil – “GET OUT OF MY OFFICE!!!”

**NOTE:** This syllabus is TENTATIVE and subject to change.
# COMS B10 - CLASS SCHEDULE

## Week of Topic(s) and Items of Interest

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic(s) and Items of Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>T – 1/19</td>
<td>Orientation, Lecture 1</td>
</tr>
</tbody>
</table>
| T – 1/26 | Lecture 2  
Assignment #1 Assigned                              |
| T – 2/2  | Lecture 3  
Assignment #1 Due, Assignment #2 Assigned              |
| T – 2/9  | Lecture 4  
Assignment #2 Due, Assignment #3 Assigned                |
| T – 2/16 | Lecture 5  
Assignment #3 Due, Assignment #4 Assigned                 |
| T – 2/23 | Lecture 6  
Assignment #4 Due, Assignment #5 Assigned                  |
| T – 3/2  | Lecture 7  
Assignment #5 Due, Assignment #6 Assigned                    |
| T – 3/9  | Lecture 8  
Assignment #6 Due, Assignment #7 Assigned                  |
| T – 3/16 | Lecture 9  
Assignment #7 Due, Assignment #8 Assigned                    |
| T – 3/23 | Lecture 10  
Assignment #8 Due, Assignment #9 Assigned                  |
| T – 3/30 | No class this week – Spring Recess                      |
| T – 4/6  | Assignment #9 Due, Review for final                    |
| R – 4/8  | Final Exam at normal class meeting time                 |

## NOTE

The fact that we are not using a book emphasizes the need to attend all class sessions. If you must miss a class session you should download and review the PowerPoint presentation for that session. You should also check with a classmate for notes from the class lecture. This course is a “building” course; that is, if you don’t understand the material at the beginning of the course, you will not understand the material at the end of the course. **DO ALL ASSIGNMENTS AND EXERCISES. DON’T GET BEHIND!**