

CSC 450 Course Policy Statement - Fall 2009

Instructor: Dr. Ken Vollmar
Office: 211C Cheek Hall
Phone: 836-5789
email: KenVollmar@missouristate.edu

Office Hours: 9:00-11:00 T,R, 2:00-3:00 W. Please feel free to make an appointment at other times.

Course Web page: <http://www.cs.missouristate.edu/~vollmar/F09-CSC450>

Catalog Course Description: *Prerequisite: CSC 325. Principles, techniques and tools used to effect the orderly production of medium and large scale computer programs will be studied. These techniques will be applied to programming projects with students working in teams and managing all phases of a programming project.*

Nondiscrimination: MISSOURI STATE UNIVERSITY is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to Jana Estergard, Equal Opportunity Officer, Siceluff Hall 296, (417) 836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head.

Disability Accommodation: MISSOURI STATE UNIVERSITY is committed to making reasonable accommodations in policies, practices, or procedures necessary to ensure that no individual with a disability is excluded, denied services, segregated, or otherwise treated differently from other individuals in the University community. The instructor in this course strongly supports the University's disability accommodation policy and will make reasonable accommodations for any student with a physical or documented learning disability in order to facilitate the student's learning and performance. To request academic accommodations for a disability, contact Kathyne Staeger-Wilson, Director, Disability Services, Plaster Student Union, Suite 405, (417) 836-4192 or (417) 836-6792 (TTY), <http://www.MissouriState.edu/disability>.

<p>Students are required to provide documentation of disability to Disability Services prior to receiving accommodations. This includes special accommodations needed for classroom testing.</p>

Disability Services refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. (A fee is charged for testing.) For information about testing, contact Dr. Steven Capps, Learning Diagnostic Clinic (417) 836-4787; <http://psychology.missouristate.edu/ldc/>

Materials and Supplies: Students will be responsible for back-up copies of all work completed on the computer. Students should obtain removable media in the form of USB flash drive or use the provided MSU computing resources to store data. **IMPORTANT:** *Do not rely on data storage on the local hard disk of any MSU lab computer. The hard disks of all lab computers may be erased at any time.*

Academic Integrity Policy: All members of the University community share the responsibility and authority to challenge and make known acts of apparent academic dishonesty. Any student detected participating in any form of academic dishonesty will be subject to sanctions as described in the Student Academic Integrity Policies and Procedures (<http://www.MissouriState.edu/provost/3935.htm> also available at the Reserves Desk in Meyer Library, and in abbreviated form in the MISSOURI STATE UNIVERSITY Undergraduate Catalog). It is your responsibility to read and fully understand MISSOURI STATE UNIVERSITY's Student Academic Integrity Policies and Procedures. Any of the following acts constitute academic dishonesty:

- Cheating: refers to using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
- Fabrication: refers to unauthorized falsification or invention of any information (including research data) or any citation in any academic exercise; "misconduct in research" refers to any violation of ethical guidelines for attributing credit and authorship in research endeavors, non-compliance with established research policies, or other violations of ethical research practice.
- Plagiarism: includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work or sections of a work of another person without full and clear acknowledgement. This includes any material copied directly or paraphrased from the Internet. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials, including material taken from or ordered through the Internet.
- Facilitating academic dishonesty: assisting or attempting to assist another to violate any provision of the MISSOURI STATE UNIVERSITY Academic Integrity Policy, whether or not that action is associated with any particular course.

Annotation on academic integrity for this course:

Discussion with others is permissible:

- during **lab exercises**, which are intended as a collaborative learning exercise
- during **assignments** in the design stage and for specific coding problems (such as failure to compile). However, the conversion of design concepts into code statements is a task for an individual. **You may share ideas but not code.**

Exchange of answers or code during an assignment or test will be considered to be cheating and plagiarism. Instructor reserves the right to use software analysis tools to detect plagiarism in source code.

The consequence to all parties for the first offence will be zero credit for the test/assignment, and for the second offence a failing grade with designation of academic dishonesty.

No grade-related sanction may be imposed until a student admits misconduct and/or forgoes appeal rights, or is found in violation by the Academic Integrity Council. Each student should carefully review the Student Academic Integrity Policies and Procedures: <http://www.missouristate.edu/assets/provost/StudentAcademicIntegrity.pdf>; also available at the Reserves Desk (Meyer Library), and in abbreviated form in the MISSOURI STATE UNIVERSITY Undergraduate Catalog.

Attendance: Attendance is included in course grading (see below). It is to your advantage to attend class, and you are responsible for any information presented and announcements made in class. Late arrival and early departure is discouraged as rude to your fellow computer scientists.

Laptop and PDA policy: Laptop computers or PDAs will be allowable for note-taking purposes, provided that there are only minimal keyboard noises. If your device becomes a distraction to others in the class, you will be asked to turn it off and to not bring it back. Laptops and PDAs must comply with the cell phone policy in their capability as a “communicative device.”

Policy on Use of Cell Phones and/or Other Communication Devices in Classes: As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the [Office of the Provost](#) prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University’s emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

(Annotation on Cell Phone Policy for Dr. Ken Vollmar’s course)

It is allowable to leave the room in an unobtrusive manner in response to a non-audible “ring.” However, audible ringtones or overexcited leaping from the room will invoke the MSU policy as stated above.

Policy on Use of iPods, MP3 Players, or Other Entertainment Devices in Classes: Students have a responsibility to demonstrate respect and consideration of other students, as well as their instructors. The use of entertainment devices such as iPods, MP3 players, etc., is, therefore, strictly prohibited during classes. All such devices must be turned off and put away, and cannot be taken out during class.

Emergency Response Statement: Students who require assistance during an emergency evacuation must discuss their needs with their professors and Disability Services. If you have emergency medical information to share with your instructor, or if you need special arrangements in case the building must be evacuated, please make an appointment with your instructor as soon as possible. For additional information students should contact the Office of Disability Services at 836-4192 (PSU 405), or Larry Combs, Interim Assistant Director of Public Safety and Transportation at 836-6576. For further information on Missouri State University’s Emergency Response Plan, please refer to the following website: <http://www.missouristate.edu/safetran/erp.htm>.

Academic Regulations: Students should familiarize themselves with Academic Regulations by visiting the Student handbook online at <http://www.MissouriState.edu/recreg/acreg.html>.

Policy and Ethics for Student computer and Network use: The University requires authorized users of its information technology resources to follow information technology policies. MISSOURI STATE UNIVERSITY has taken a firm stance on the ethics of responsible computer use and developed the following websites to further its mission. Please take time to make yourself aware of the policies and procedures that you should follow while using computers at MISSOURI STATE UNIVERSITY by visiting the following websites:

- eBear: <http://ebear.MissouriState.edu/results.asp?class=Students>
- IT Policies: <http://www.MissouriState.edu/oit/policy>
- RESCU: <http://www.MissouriState.edu/oit/rescu>

Textbooks: The required textbook is *Applied Software Project Management* by Stellman and Greene.

Grade Weighting:

Attendance	10%	(See note 1)
Assignments	15%	(Individual – four given, drop one)
Project Documentation	40%	(four @ 10% each, 1 group and 3 indiv.)
Project Coding	30%	(Group, see note 2)
Project presentation	5%	(Group, see note 2)

Note 1: Attendance is a means of determining the level of your participation and absorption of class material. I will be flexible in the means of determining that level of participation – contact me for expected and unexpected absences. Generally, the formula will be linear: (class days) / (number of attendances) * (10% of grade).

Note 2: Some grades will be assigned on a group basis. However, instructor reserves the right to select and reassign group member structure and to assign separate grades to group members.

Note 3: All course material must be turned in to the student’s eccentric folder.

- No email attachments
- No hardcopies
- Filenames and/or folder names as given with assignment
- Copies of any group work in every member’s eccentric folder

There will be no exams (including midterm or final). Guidelines for grading of each activity, including the project presentation, will be issued at the time of the assignment. The project presentation will be the “meaningful class terminating activity” and as such will have well-defined criteria and require substantial participation from each student.

Individual assignments will be a variety of writing and expression exercises. Scoring criteria will be similar to the sources below and will be distributed before the assignments are given.

See

- *“Tips for Responding to and Grading Student Writing”* at <http://teachandlearn.missouri.edu/guide/chapters/writing.htm>
- http://dese.mo.gov/divimprove/assess/Released_Items/current/cascoring.pdf
- www.ode.state.or.us/teachlearn/testing/scoring/guides/2006-07/asmtwrisorguide0607eng.pdf and www.nwrel.org/assessment/pdfRubrics/6plus1traits.PDF

Project Documentation

Document 1 -- "Project Vision and Scope Document." (Group)

Document 2 -- "Project Requirements Document." (Individual)

Document 3 -- "Project User Manual." (Individual)

Document 4 -- "Project Software Design Document." (Individual)

Tentative Schedule: The chart below shows the chapters of *Applied Software Project Management* that will be at least partially covered. These topics will be supplemented by additional material (ethics, etc.) and exercises from the secondary textbook. Interspersed with discussions on the chapters below will be discussions and work on the semester-long course project.

Chapter	Also occurring at this time
1-4	<i>Service-Learning presentation. Group organization and course project definition.</i>
6	
5	<i>Course project requirements stage.</i>
7	
8	<i>Course project design stage.</i>
Secondary and supplementary text	<i>Course project coding stage.</i>
Portions of Ch. 9-12	
	<i>Course project presentation stage.</i>
Final exam period (see note above) Monday, December 14, 2009, from 8:45-10:45.	