COURSE INFORMATION

Credit Hours: 3.0

Course Description: This course provides the student with a general introduction to computers and their usage in today's society. Topics included are: History of Computing, Computer Hardware and Software and Programming in BASIC. Students will become experienced in using personal computers. (Please see course home page for more details.)

Course Prerequisites: none

Dates and Times: Tuesdays (T), May 24 – August 9, 2016
2:00 p.m. – 3:50 p.m.

Classroom: FA 104

General Education Course Requirement: This course is part of the General Education Program, and successful completion of the course earns 3.0 credits toward the category of Behavioral/Social Sciences. (see attached supplement sheet)

FACULTY INFORMATION

Instructor: Freddy Porps

Office Location: LWH (formerly CLS) 3050

Office Hours: Tuesday (T): 4:00 p.m. – 6:00 p.m.

E-mail is the best method to contact me anytime!

Phone Extension: (773) 442-4720

E-mail: F-Porps@neiu.edu
COURSE MATERIALS

List of Required Texts / Materials:

There is no textbook for this course, but you will need access to the Internet and email.

☐ USB media storage drive (1GB minimum) must be brought to every class!
☐ spiral notebook to build personal reference guide
☐ stapler & paper clips
☐ 2 pens – one blue or black, the other must be red

Instructor Web site:  http://homepages.neiu.edu/~faporps
or (back up site if homepages server is down)
http://cs.neiu.edu/~porps/

Note: the URLs listed above are case-sensitive.
Click on: CS100-1 in the navigation bar for course specific information including the reading assignments, weekly work/quiz information and projects. You will find detailed specifications and due dates for all course work on the course home page. You are responsible for all the material posted to this web site as related to CS 100.

The class web site is the most important resource for successful completion of this course!

Content may change during the semester, thus, it is your responsibility to check the site at least twice weekly.

You must bring all supplies to every CS 100 class in order to receive your attendance points!

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COURSE OBJECTIVES / STUDENT LEARNING OUTCOMES

Upon successful completion of this course, you should be able to:

- be able to recognize generational trends in attitudes toward computers, and their uses;
- recognize the job shift to technology and the diverse career opportunities within the field of computer science;
- apply the skills of time management, to complete multi-process projects on-time;
- utilize appropriate software, computer peripherals, and NEIU facilities to complete assignments;
- understand how technology has evolved from looking at the history of these concepts;
- recognize and identify words and terms related to the information age, and to utilize them correctly within the context of computer science;
- collect data and analyze it for a self-discovery of computer dependency; and
- create a simple computer program/application correctly using the constructs of all programming languages within the context of a Java utilizing jGrasp software.
STUDENT TASKS / ASSIGNMENTS / REQUIREMENTS

Projects: (35% approx. - 100 points total)

There will be two (2) projects, each are worth 50 points. The following is a list of the topics which will be assigned as projects:
I. Computers and You (log and analysis using Excel and Word)
II. History of Computing (research project using Word, Power Point, and Publisher)
Details and due dates are posted to the class web site.

Weekly Work/Quiz: (39% approx. - 110 points total)

There will be a weekly assignment and/or quiz. Each will be worth 10 points. Some assignments will be given as homework, and others will be completed during class time. They will be in many different formats from fill in the blank worksheets, short essay, oral presentations, group activities, to documentation of lab work. They will take approximately 30-60 minutes to complete. See the class web site for details.

Reflection and Evaluation: (18% approx. - 50 points)

The reflection and evaluation is a cumulative summary of what you learned from all the material covered in the course, and contains both written and practical skills. See the class web site for details.

Attendance/Participation Activity: (8% approx. - 24 points)

Attendance is required for all class sessions. Two (2) points are earned by being prepared for class and participating in activity related to assigned weekly work.

Grading Policies and Formulae:

Your Final Score (Course Grade) will be determined as follows:

A (90% +) = 255 + points
B (80-89%) = 227 to 254 points
C (70-79%) = 198 to 226 points
D (60-69%) = 170 to 197 points
F (less than 60%) = 169 points or less

Note: The last day to drop to a class is Tuesday, July 19, 2015 – 11:59 p.m. via http://neiuport.neiu.edu
Course Outline:

Week 1: Welcome! Course Introduction And Computer Literacy Survey

Week 2: Hardware: The System Unit

Week 3: Office Software Skills For Every Day And Let Me Look That One Up...

Week 4: Computer Communication And How To Get What You Want From The Internet

Week 5: Netiquette

Week 6: Express Yourself and Your History of Computing Project! (With Publisher)

Week 7: Security And Privacy On The Internet / PowerPoint Lab

Week 8: Join The WWW! Create A Web Site Lab

Week 9: History Of Computing Presentations

Week 10: History Of Computing Presentations Continued

Week 11: Software: Let's Build A Program in Java!

Week 12: Reflection And Evaluation

Topics will be presented approximately as listed. Additional topics will be presented through handouts, lectures, and research papers/student presentations. Refer to the class web site for specific details.

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COURSE POLICIES AND STATEMENTS

Absence Policy:

Attendance is required.

Academic Integrity Policy:

By enrolling in this course, you are bound by the NEIU Student Code of Conduct: http://www.neiu.edu/university-life/student-rights-and-responsibilities/student-code-conduct. You will be informed by your instructor of any additional policy specific to your course regarding plagiarism, class disruptions, etc.
Course Specific Policies:

1. No grade of “I” (incomplete) will be given.*
2. Cheating on assignments, quizzes or exams will not be tolerated. I reserve the right to move anyone’s seat during any lecture, quiz, or exam without explanation.
3. Plagiarism will not be tolerated. All work turned in, is to be your own. Refer to NEIU’s Student Handbook for the policy on academic misconduct.
4. No late assignments will be accepted.*
5. No make-up quizzes or exams will be given. *
6. All quizzes and exams will be CLOSED BOOK, CLOSED NOTES, and NO CALCULATORS.
7. You must bring your NEIU I.D. to each quiz and exam. I reserve the right to check your I.D. at each quiz and exam.
8. No cellular phones, audible pagers, hand held games, or mp3 players are allowed in class.
9. If you are aware of any class schedule conflicts you must email before the 3rd class, with a detailed reason for the scheduling conflict.
10. You must turn in all work stapled together. In other words, bring a stapler with you to class every day.
11. If you are going to be absent from class, you must notify me prior to the start of class, via email, and attach all required assignments to the email. If it is an emergency*, you must email me at the soonest possible opportunity. Note: excessive absences will impact your course grade, and all excused late assignments as the result of an absence from class will be processed with a 20% point deduction. Late assignments from unexcused absences will not be accepted.
12. Policies may be added or amended during the course of the semester, as I deem necessary.

* Exceptions will be made for emergencies only, such as serious illness, and the exception will be made only when written documented proof is submitted to me.

Incompletes:

An "I" (incomplete) may be given if a student is absent from the final examination or fails to complete a special research or individual study project because of some unavoidable circumstance such as illness.

Students will have two semesters (including summer) after the incomplete grade has been assigned to remove the incomplete. Incompletes that have not been removed within two semesters will be changed to an “F” grade.

ADA Statement:

Northeastern Illinois University (NEIU) complies with the Americans with Disabilities Act (ADA) in making reasonable accommodations for qualified students with disabilities. To request accommodations, students with special needs should make arrangements with the Student Disability Services (SDS) office, located on the main campus in room D104. Contact SDS via (773) 442-4595 or http://www.neiu.edu/university-life/student-disability-services.
Campus Safety:

Web links to Campus Safety: Emergency Procedures and Safety Information can be found on NEIUport on the MyNEIU tab or as follows:
http://homepages.neiu.edu/~neiutemp/Emergency_Procedures/MainCampus/.

Course Communication:

All pertinent class communications between the instructor and students is conducted exclusively through NEIU e-mail. Thus it is the responsibility of students to check their NEIU e-mail account for all significant information and updates on class cancellations in the event of threatening weather conditions. Communication between the instructor and students via personal e-mail accounts (e.g., @gmail.com or @yahoo.com) will not occur.
# Score Worksheet:

<table>
<thead>
<tr>
<th>Projects &amp; Final Reflections Due Date/Points Earned</th>
<th>Weekly Assignment/Quiz Due Date/Points Earned:</th>
<th>Attendance Participation:</th>
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<tbody>
<tr>
<td>Project I (50 pts.) Computers &amp; You</td>
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<td>2. (50 pts.) History of Computing</td>
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<td>(50 pts.) Reflection &amp; Evaluation</td>
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This course is part of the GENERAL EDUCATION PROGRAM at NEIU. This sheet provides information about the Gen Ed Program, and function of this particular course in the Program. The distribution area (FA, HU, SB, NS, MA) of this course is noted above.

In the General Education Program, the University identifies five areas in which students gain some general knowledge to enrich their lives and enhance their academic experience. Every undergraduate student must take courses from a list of designated courses in each of these areas. The knowledge gained in these courses will provide an academic foundation that will help prepare students for the major and minor course areas and will encourage students to become life-long learners in many different and divergent fields of study. Students are required to take a minimum of 39 credit hours of General Education courses and are encouraged to complete these courses during their first 75 hours of course work. Transfer students may fulfill General Education requirements with courses taken at other colleges or universities.

Distribution:
**Fine Arts FA** 2 courses, 6 credit hours from two of the following areas of study:
Art, Mass Media & Theatre (in the CMT dept.), Music & Dance (in the Music dept.)

**Humanities HU** 3 courses, 9 credit hours from at least two of the following areas of study: Communication (in the CMT dept.), English, Linguistics, Philosophy, World Languages and Cultures, Women's and Gender Studies (NOTE: No more than two foreign language courses may be used to fulfill this requirement.)

**Behavioral/Social Sciences SB** 4 courses, 12 credit hours from at least two of the following areas of study: African & African American Studies, Anthropology, Computer Science, Economics, Geography & Environmental Studies, History, Justice Studies, Latino & Latin American Studies, Political Science, Psychology, Sociology

**Natural Sciences NS** 3 courses, 9 credit hours from at least two of the following areas of study; one course must have a laboratory component: Biology, Chemistry, Earth Science, Physics (NOTE: If an FYE ANTH that counts as NS is taken, then only one Biology course may be used for NS)

**Math/Quantitative Reasoning MA** 1 course, a minimum of 3 credit hours, that has Intermediate Algebra as prerequisite OR is on the General Education List of Approved Courses. Any 3 hour college level math course, beyond Intermediate Algebra, meets this requirement.

The goal of the General Education Program is to assist students in developing the following abilities & skills. This course provides a background in the indicated areas (faculty member, please check all that apply):
- the ability to communicate both in writing and orally;
- the skills required to gather, analyze, document, and integrate information;
- an understanding of historical processes and cultural differences; aesthetic and literary sensitivity;
- an understanding of the modes of thought, concerns, and methodologies of the fine arts, the humanities, the social and behavioral sciences, and the natural sciences; and,
- the ability to use quantitative methods in the natural, social and behavioral sciences.