CSCI 110 – Computer Fluency
Course Syllabus

Professor: Dr. Bill Manaris

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Office Hours: Monday, Tuesday, Wednesday, Friday from 10:00AM - 11:30AM.
Other hours available by appointment.
No office hours on Thursday.

Course Description: An introduction to computing for students in the humanities, social sciences, and business.
This course provides the student with the ability to understand and use emerging technologies effectively. Topics include basic computer technology (how computers work), applications (spreadsheets, databases), Internet subjects (communications, Web browsers, file transfers), and social issues (copyrights, how changes in technology affect society, ethics).

Course is open to all majors. No previous programming experience required.


References: Reading materials and references will provided via handouts, the class website at http://www.cs.cofc.edu/~manaris/ (follow the CSCI 110 link), and/or WebCT.

Learning Goals: The primary goal of this course is to gain knowledge of and familiarity with computers and other technologies you will use everyday during your academic career and after you graduate. You will be required to develop/use critical thinking skills in making decisions about the use of technology. You will also gain currency in the following topics and other related topics:

- Defining information technology (Ch. 1)
- Exploring the human-computer interface (Ch. 2)
- The basics of networking (Ch. 3)
- A hypertext markup language primer (Ch. 4)
- Locating information on the WWW (Ch. 5)
- Case study in online research (Ch. 6)
- An introduction to debugging (Ch. 7)
- Representing information digitally (Ch. 8)
- Algorithmic thinking (Ch. 10)
- Social implications of IT (Ch. 12)
- Privacy and digital security (Ch. 13)
- The basics of spreadsheets (Ch. 14)
- Advanced spreadsheets for planning (Ch. 15)
- Introduction to database concepts (Ch. 16)
- Limits to computation (Ch. 23)

What you need:
1. A copy of the textbook.
2. A notebook dedicated to this course.
3. A USB memory stick / flash drive to carry your work around with you.
4. A set of headphones.
Grading: To receive a passing grade for the course, you must average a passing grade on each of the following: assignments, tests, and final exam.

Scale: A: 90-100; B: 80-89; C: 70-79; D: 60-69; F: <60. The grades of B+/-, C+/-, and D+/- may be given at the professor's discretion.

Final Grade Computation: Attendance and Class Participation 10%, Assignments (in-class and out-of-class) & quizzes 30%, Tests (2) 40%, Comprehensive Final Exam or Final Project 20%.

Collaboration Policy: You must do your assignments alone (or with your teammates, for group assignments). You are not allowed to discuss assignments and possible solutions with any person other than the instructor (or with your teammates, for group assignments). Any violation of the above rules is an honor offense. See The Honor System of the College of Charleston and the Student Code of Conduct (www.cofc.edu/student-life/handbook/), especially sections on Cheating, Plagiarism (pp. 10-11), and Computer Use (p. 13).

On assignments you will be asked to identify the person(s) you received help from, if any.

Other Policies: Tests:

• Attendance at tests is mandatory. Students must complete tests with no discussion or sharing of information with other students.
• Calculators, computers, cell phones, etc. may not be used during a test, unless otherwise directed.

Classroom:

• You are expected to take good notes during lecture.
• You are expected to participate in class with questions and invited discussion.
• You should be ready to engage in inquiry-based learning, and in-class activities.
• You are expected to attend all classes. If you miss class, you must get an absence memo from the Associate Dean of Students Office (67 George Street); also, you are responsible for announcements made in class, assignment due dates, etc.
• You should turn off all electronic devices (e.g., cell phones, pagers, etc.).
• Since we are in a lab, you must use the computers only as directed (e.g., no checking email, or playing games) during class.
• In summary, you should contribute positively to the classroom learning experience, and respect your classmates right to learn (see Student Handbook section on Classroom Code of Conduct, pp. 49-50).

Assignments:

• Assignment grades will be based on originality, creativity, style, correctness, and how well you followed the assignment specifications/instructions.
• Submission instructions will be provided for each assignment.

Late Policy:

• You have four “late” days for the whole semester. You may use these days as you wish for assignment submission. If you use them up, no late assignments will be accepted.
• If you submit everything on time (use no late days), 2.5 bonus points will be added to your course grade.