INSTRUCTOR AND CONTACT INFORMATION

Instructor: Dr. Woodcock
Office: 323G
Phone: 254-519-5783
Email: Woodcocktg@Tamuct.edu
Office Hours: Tuesday, Wednesday, and Thursday and from Noon to 2pm, or by appointment.

Mode of instruction and course access: This is a face-to-face class. We will use the Canvas for exams, assignments, and grade reporting.

Student-instructor interaction: I will be checking my Woodcocktg@Tamuct.edu email from Monday thru Thursday. I do not like Canvas email. Please do not email me from Canvas.

UNILERT: Emergency Warning System for Texas A&M University – Central Texas
UNILERT is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in UNILERT through their myCT email account. Connect at https://www.tamuct.edu/departments/security/unilert.php to change where you receive your alerts or to opt out. By staying enrolled in UNILERT, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Course Overview and description: This course introduces computer programming and problem solving in a structured program logic environment. Study the logic of decision-making, nested looping, multidimensional arrays, implementation of the structure theorem and Boolean algebra. Utilize structured flow charts, structured pseudocode, hierarchy charts, and decision tables, in order to document logical problem solutions.

Course Objective:

- Student Learning Outcomes
- Demonstrate an understanding of pseudo code by designing applications requiring the use of variables, conditional statements, loops, and files.
- Demonstrate an understanding of flowcharts by designing applications requiring the use of variables, conditional statements, loops, and files.
- Demonstrate an understanding of structured programming by designing flowcharts by designing applications using this technique.

Competency Goals Statements (certification or standards)
None

Required Reading and Textbook(s):
COURSE REQUIREMENTS

Grading Criteria Rubric and Conversion: These items should always match the course requirements.

Course Requirements:

<table>
<thead>
<tr>
<th>Quiz and Flowchart,</th>
<th>100 points each: 1 flow chart, 2 quizzes, 2 projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midterm</td>
<td>200 points</td>
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<tr>
<td>Final Exam</td>
<td>200 points</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>901 +</td>
</tr>
<tr>
<td>B</td>
<td>801-900</td>
</tr>
<tr>
<td>C</td>
<td>701-800</td>
</tr>
<tr>
<td>D</td>
<td>601-700</td>
</tr>
<tr>
<td>F</td>
<td>Below 600</td>
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</tbody>
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Posting of Grades

- All grades will be posted in Canvas.
- All assignments will be graded within 2 weeks of the due date.
- Note: All late assignments will lose 25 points per late day.
- Note: All due dates are to be taken as midnight of the posted day.

COURSE OUTLINE AND CALENDAR
## INSTRUCTOR POLICIES

If you have concerns about copyright protection of your syllabus or course materials, you might consider adding the following notice:

**Copyright Notice.**

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas’ Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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If your course uses Blackboard – as a face-to-face course with limited online components, you need to include information about Technology Requirements and Support:

**TECHNOLOGY REQUIREMENTS AND SUPPORT.**

Technology Requirements. Include a statement on the technology requirements for the successful completion of the course and when applicable, information on how to access these resources (for example, how to obtain a certain software through University site license).

This course will use the TAMUCT Blackboard Learn learning management system.
Logon to https://tamuct.blackboard.com to access the course. 
Username: Your MyCT username  
(xx123 or everything before the "@" in your MyCT e-mail address)  
Initial password: Your MyCT password

Check browser and computer compatibility by using the “Test Your Browser” button, found in the “Check Your Browser” module on your Blackboard dashboard, once you have logged in. 

Technology Support. For technology issues, students should contact Help Desk Central. 
24 hours a day, 7 days a week: 
Email: helpdesk@tamu.edu  
Phone: (254) 519-5466  
Web Chat: http://hdc.tamu.edu

When calling for support please let your support technician know you are a TAMUCT student.

For issues related to course content and requirements, contact your instructor.

COURSE AND UNIVERSITY PROCEDURES AND POLICIES

Drop Policy. If you discover that you need to drop this class, you must go to the Registrar’s Office and complete a Drop Request Form. Professors cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the University Calendar for which the form must be returned, completed and signed. Once you return the signed form to the Registrar’s Office and wait 24 hours, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar’s Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid.

Academic Integrity. Texas A&M University – Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student’s academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student’s work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university’s Office of Student Conduct. Ignorance of the university’s standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

Access & Inclusion. At Texas A&M University – Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to an education that is barrier-free. The Office of Access & Inclusion is responsible for ensuring that students with a disability enjoy equal access to the University's programs, services and activities. Some aspects of this course or the way the course is taught may present barriers to learning due to a disability. If you feel
this is the case, please contact Access & Inclusion at (254) 501-5831 in Warrior Hall, Ste. 212. For more information, please visit their website at https://www.tamuct.edu/departments/access-inclusion/
Any information you provide is private and confidential and will be treated as such.

**Tutoring.** Tutoring is available to all TAMUCT students, both on-campus and online. Subjects tutored include Accounting, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, contact information, need to schedule a tutoring session, are interested in becoming a tutor, or any other question, contact Academic Support Programs at 254-519-5796, or by emailing Kim Wood at k.wood@tamuct.edu

Chat live with a tutor 24/7 for almost any subject on your computer! Tutor.com is an online tutoring platform that enables TAMUCT students to log-in and receive FREE online tutoring and writing support. This tool provides tutoring in Mathematics, Chemistry, Physics, Biology, Spanish, Calculus, and Statistics. To access Tutor.com, click on https://www.tamuct.edu/departments/academicsupport/tutoring.php

**University Writing Center.** Located in 416 Warrior Hall, the University Writing Center (UWC) at Texas A&M University-Central Texas is a free workspace open to all TAMUCT students from 11am-6pm Monday-Thursday. Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available). Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students’ ideas and writing, our tutors highlight the ways in which they read and interpret students’ texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the University Writing Center is here to help!

If you have any questions about the University Writing Center, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

**University Library.** The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 72,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at TAMUCT are available through our website to help students navigate these resources. On-campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders. Research assistance from a librarian is also available twenty-four hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources,
and how to piece together research for written assignments.

Our 27,000-square-foot facility on the TAMUCT main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our homepage: https://tamuct.libguides.com/