CIS 3331-115, 60071, Visual Basic Programming
Summer 2020
Texas A&M University-Central Texas

COURSE DATES, MODALITY, AND LOCATION
This is a 100% online course, and uses the A&M-Central Texas Canvas Learning Management System [https://tamuct.instructure.com/]. The Canvas System will be used for exams, grading, and assignments
Dates: Jun 1 – Jul 24, 2020

INSTRUCTOR AND CONTACT INFORMATION
Instructor: Dr. Khaldoon Dhou
Office: TBD
Phone: TBD
Email: kdhou@tamuct.edu
The best way to contact me is by email. So, please use this method as possible

Office Hours
Monday and Wednesday from 11:00 AM – 2:00 PM.
You can always email me to schedule an appointment if you need any help and if my office hours don’t work for you.

Student-instructor interaction
I check my email (kdhou@tamuct.edu) regularly. Please contact me if you would like to set up an appointment, and we can meet on Skype, over the phone, or any online tool.

WARRIOR SHIELD
Emergency Warning System for Texas A&M University-Central Texas
Warrior Shield 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 Warrior Shield through their myCT email account.

Connect to Warrior Shield by 911Cellular [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.
COURSE INFORMATION
Course Overview and description
CIS 3331 is an enhanced coverage of visual application development using Visual Basic and the native integrated development environment. This course covers logic, working with forms, sequential and direct file access, scope and visibility rules, and numerous additional Visual Basic topics. The student will analyze and program several problems.

Prerequisite: CIS 1303 or 3300, and CIS 1310 or 3303 or concurrent enrollment or approval of School Director.

Course Objective or Goal

The objectives of this course offering are to provide an introduction to computer programming. It is designed for students who have no prior programming background. The student will not only learn how to use the various controls, constructs, and features of Visual Basic, but also learn why and when to use them.

Student Learning Outcomes
• Demonstrate the knowledge of the Visual Studio .NET Integrated Development Environment.
• Define and contrast low-level and high-level programming languages.
• Discuss the differences between event driven programming and procedural programming.
• Discuss how procedures are used to allow application modularity.
• Distinguish between function procedures and sub procedures.
• List the built-in data types of VB and demonstrate their use.
• List the arithmetic and relational operators and demonstrate their use.
• Discuss the importance of using comments in code.
• Discuss the importance of the debugger and breakpoints.
• Discuss and demonstrate Graphical User Interface design guidelines.
• Discuss and demonstrate the use of variables and variable scope.
• Discuss and demonstrate passing arguments by value and by reference.
• Discuss and demonstrate the use of Visual Basic statements.
• Discuss and demonstrate the use of Arrays.
• Discuss and demonstrate the use of Strings.
• Discuss and demonstrate the use of Sequential File I/O.

Required Reading and Textbook(s)
Authors: Gaddis, Tony and Kip Irvine
Book: Starting Out With Visual Basic, 7th Edition
Editor: Pearson
ISBN: 978-0-13-440015-0

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.
 COURSE REQUIREMENTS

A. Assignments (60 points)
You must submit all your assignments via the Canvas CIS 3331 website. You are required to submit a zipped copy of your complete programming assignment, which enables me to unzip and run your solution. Make sure you include your full name in the assignment (i.e. Dhou_CH1_Assignment.zip). Missing your name is subject to grade reduction. Late work will not be accepted, however, I understand that things happen in life. That is to say, if you have a compelling/legitimate reason on why you missed a submission, please let me know and I will work something out with you.

B. Exams
You will have two exams: midterm and final. Each exam is worth 20% of your final grade. If you miss an exam, you will receive zero without any notification. However, if you have a compelling reason, please inform me and I will work something out with you.

Grading Criteria Rubric and Conversion

<table>
<thead>
<tr>
<th>Required Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignments</td>
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</tr>
<tr>
<td>Midterm</td>
<td>20</td>
</tr>
<tr>
<td>Final</td>
<td>20</td>
</tr>
<tr>
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<table>
<thead>
<tr>
<th>Point Range</th>
<th>Letter Grade</th>
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<tr>
<td>90-100</td>
<td>A</td>
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<tr>
<td>80-89.9</td>
<td>B</td>
</tr>
<tr>
<td>70-79.9</td>
<td>C</td>
</tr>
<tr>
<td>60-60.9</td>
<td>D</td>
</tr>
<tr>
<td>0-59.9</td>
<td>F</td>
</tr>
</tbody>
</table>

Posting of Grades
- Assignments will be graded and posted on Canvas within two weeks or less
- All due dates are to be taken as midnight of the posted day
- Late submissions will receive zero, unless you talk to me and you have a legitimate reason.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar
Below is a tentative schedule and I reserve the right to change it

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Chapter</th>
<th>Assignment Due</th>
</tr>
</thead>
</table>

3
<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Chapters/Events</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Jun 1 – Jun 7</td>
<td>Chapters 1, 2</td>
<td>Jun 7, 2020</td>
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<tr>
<td>2</td>
<td>Jun 8 – Jun 14</td>
<td>Chapters 3, 4</td>
<td>Jun 14, 2020</td>
</tr>
<tr>
<td>3</td>
<td>Jun 15 – Jun 21</td>
<td>Chapters 5, 6</td>
<td>Jun 21, 2020</td>
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<td>4</td>
<td>Jun 22 – Jun 28</td>
<td>Chapter 7, Midterm</td>
<td>Jun 28, 2020</td>
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<td>5</td>
<td>Jun 29 – Jul 5</td>
<td>Chapter 8, 9</td>
<td>Jul 5, 2020</td>
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<td>6</td>
<td>Jul 6 – Jul 12</td>
<td>Chapters 10, 11</td>
<td>Jul 12, 2020</td>
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<td>7</td>
<td>Jul 13 – Jul 19</td>
<td>Chapter 12</td>
<td>Jul 19, 2020</td>
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<tr>
<td>8</td>
<td>Jul 20 – Jul 24</td>
<td>Final Exam</td>
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**Important University Dates**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>June 1, 2020</td>
<td>Add, Drop, and Late Registration Begins for 10-, 8- and First 5-Week Classes. $25 Fee assessed for late registrants</td>
</tr>
<tr>
<td>June 1, 2020</td>
<td>Classes Begin for First 5-, 10-, and 8-Week Session</td>
</tr>
<tr>
<td>June 4, 2020</td>
<td>Deadline to Drop First 5-Week Classes with No Record</td>
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<tr>
<td>June 8, 2020</td>
<td>Deadline to Drop 8-Week Classes with No Record</td>
</tr>
<tr>
<td>June 16, 2020</td>
<td>Deadline to Drop 10-Week Classes with No Record</td>
</tr>
<tr>
<td>June 19, 2020</td>
<td>Deadline to Drop First 5-Week Classes with a Quit (Q) or Withdraw (W)</td>
</tr>
<tr>
<td>July 1, 2020</td>
<td>Deadline for Teacher Education and Professional Certification Applications</td>
</tr>
<tr>
<td>July 3, 2020</td>
<td>Classes End for First 5-Week Session</td>
</tr>
<tr>
<td>July 3, 2020</td>
<td>Deadline for Graduation Application</td>
</tr>
<tr>
<td>July 3, 2020</td>
<td>Deadline to Withdraw from the University for First 5-Week Classes</td>
</tr>
<tr>
<td>July 6, 2020</td>
<td>Add, Drop, and Late Registration Begins for Second 5-Week Classes. $25 Fee assessed for late registrants.</td>
</tr>
<tr>
<td>July 6, 2020</td>
<td>Classes Begin Second 5-Week Session</td>
</tr>
<tr>
<td>July 7, 2020</td>
<td>Deadline for Faculty Submission of First 5-Week Final Class Grades (due by 3pm)</td>
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<tr>
<td>July 9, 2020</td>
<td>Deadline to Drop Second 5-Week Classes with No Record</td>
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<tr>
<td>July 10, 2020</td>
<td>Deadline to Drop 8-Week Classes with a Quit (Q) or Withdraw (W)</td>
</tr>
<tr>
<td>July 17, 2020</td>
<td>Deadline to Drop 10-Week Classes with a Quit (Q) or Withdraw (W)</td>
</tr>
<tr>
<td>July 24, 2020</td>
<td>Classes End for 8-Week Session</td>
</tr>
<tr>
<td>July 24, 2020</td>
<td>Deadline to Drop Second 5-Week Classes with a Quit (Q) or Withdraw</td>
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</tbody>
</table>
TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements
This course will use the A&M-Central Texas Instructure Canvas learning management system. We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.

Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

Canvas Support
Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953. For issues related to course content and requirements, contact your instructor.

Online Proctored Testing
A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

Other Technology Support
For log-in problems, 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]

Please let the support technician know you are an A&M-Central Texas student.
UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy
If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web.
[https://dynamicforms.ngwebsolutions.com/casAuthentication.ashx?InstID=eaed95b9-f2be-45f3-a37d-46928168bc10&targetUrl=https%3A%2F%2Fdynamicforms.ngwebsolutions.com%2FSubmit%2FForm%2FStart%2F53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar’s Office, 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 drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

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, working with others in an unauthorized manner, 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 referred 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.

For more information regarding the Student Conduct process, [https://www.tamuct.edu/student-affairs/student-conduct.html].
If you know of potential honor violations by other students, you may submit a report, [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations
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 a barrier-free education. The
Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university’s programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our Access & Inclusion Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

**Important information for Pregnant and/or Parenting Students**

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education’s Office of Civil Rights, the Dean of Student Affairs’ Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit Student Affairs [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution’s Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University’s Title IX Coordinator.

**Tutoring**

Tutoring is available to all A&M-Central Texas students, on a remote online basis. Visit the Academic Support Community in Canvas to view schedules and contact information. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors will return at the Tutoring Center in Warrior Hall, Suite 111 in the Fall 2020. Student success coaching is available online upon request.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, success coaching, or have any other question, contact Academic Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing studentsuccess@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.
University Writing Center
The University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free service open to all TAMUCT students. For the Summer 2020 semester, all services will be online as a result of the COVID-19 pandemic. The hours of operation are from 10:00 a.m.-4:00 p.m. Monday thru Thursday with satellite hours online Monday thru Thursday from 6:00-9:00 p.m. This summer, the UWC is also offering hours from 12:00-3:00 p.m. on Saturdays starting June 27th and ending July 18th.

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 UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

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 85,000 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 A&M-Central Texas 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 24 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 A&M-Central Texas 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
OPTIONAL POLICY STATEMENTS

A Note about Sexual Violence at A&M-Central Texas
Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don’t agree with their behaviors and tell survivors we will support them. Your actions matter. Don’t be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Behavioral Intervention
Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, who are exhibiting concerning behaviors, or individuals causing a significant disruption to our community, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person’s behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.

OTHER POLICIES

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.