Texas A&M University-Central Texas
CIS 3303-120, CRN 80690 Programming Logic and Design
Fall 2023

COURSE DATES, MODALITY, AND LOCATION

- **Mode of instruction and course access:**
  This is an 100% **ONLINE** course – there will be NO "official" face-to-face classroom time. This class meets online during the 16-week semester that **begins Aug 28, 2023, and ends Dec 15, 2023**.

  The A&M-Central Texas Canvas Learning Management System (Canvas) [https://tamuct.instructure.com] will be our primary resource for the class information. You will use the Canvas username and password communicated to you separately to logon to this system. The course syllabus, schedule, supplemental readings, class announcements, power point slides, learning modules, homework assignments, exams and other course related documents will be posted on Canvas. Each student is responsible for the posted material and should check Canvas at least daily for updates. The course outline in this syllabus shows the basic schedule for the semester.

- **Student-instructor interaction**:
  Please send all course related correspondence through Canvas "Inbox". Please use TAMUCT email only when Canvas is not available (or for non-course related correspondence). I check email several times a day during the week and at least once during the weekends. I will attempt to respond within 24 hours Mon-Thurs and within 48 hours on Fri through Sun.   Please do not hesitate to contact me via Canvas Inbox or TAMUCT email, if there are any personal problems or challenges that are hindering your regular progress in the course.

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Crystal Bausley
Office: Online (no physical office)
Email: For course related information communications, please use Canvas messaging feature. If Canvas unavailable, please email the instructor using your TAMUCT student email address.

COBA Department Phone Number: (254)519-5437, **Email:** cobainfo@tamuct.edu, **Fax#:** (254)501-5825

Office Hours: I do not have an office on campus, but I will be available for students on an appointment basis to meet online. Send me Canvas message to schedule an appointment to meet online.

Emergency Warning System for Texas A&M University-Central Texas
SAFEZONE. SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the SafeZone website [www.safezoneapp.com].

To register SafeZone on your phone, please follow these 3 easy steps*:*
1. Download the SafeZone App from your phone store using the link below:
   o iPhone/iPad: [https://apps.apple.com/app/safezone/id533054756]
   o Android Phone / Tablet
     [https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp]
2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

For updates on COVID information, please monitor the University website [https://www.tamuct.edu/covid19/]

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 flowcharts, structured pseudocode, hierarchy charts and decision tables, in order to document logical problem solutions. The course focuses on business problem solving and does not count as a programming language. No prior programming experience is necessary.

Course Objective or Goal
Student Learning Outcomes
Students will gain an understanding of the following:
- Demonstrate an understanding of pseudocode 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 applications.

Required Reading and Textbook(s)
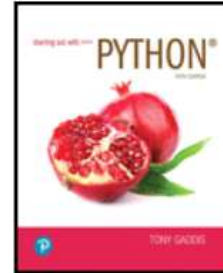**Title:** Starting Out with Python (No REVEL or MyLab Programming)
Author: Tony Gaddis
Edition: 5th
Publisher: Pearson Education, Inc.
ISBN: 9780135929032, 9780136719199, 8220127903479, 9780134444321
Copyright year: 2021

COURSE REQUIREMENTS

Meet & Greet Discussion Forum: There will be one (1) Meet & Greet Discussion Forum to be completed in the A&M-Central Texas Canvas Learning Management System. For the Meet & Greet Discussion Forum students are required to make one (1) initial post (please only share what you are comfortable with) noting it would be nice if you welcomed your classmates with a response. The Meet & Greet Discussion Forum is worth a maximum of fifteen (15) points for a maximum total of fifteen (15) points.

Quizzes: There will be thirteen (13) quizzes to be completed in the A&M-Central Texas Canvas Learning Management System. Each quiz (solely based on textbook material) includes twenty (20) multiple-choice questions and/or True/False to be answered in a 45-minute timeframe. Each quiz includes one (1) attempt. Each quiz is worth a maximum of twenty (20) points for a maximum total of 260 points.

Discussion Forums: There will be two (2) group discussion forums (to be completed individually) conducted in a group discussion forum environment in the A&M-Central Texas Canvas Learning Management System. The group discussion forums will initiate with an instructor-posed question. Students must make an initial post and a minimum of two written reply posts to their classmates. The reply post requirement necessitates a response to two (2) different members of the class. The Group Discussion Forums will be graded according to the Group Discussion Forum grading rubric (as it appears in Canvas). *Note: The purpose of the group discussion forums is to heighten collective awareness and knowledge (noting there is no wrong answer to any question posed and further we are to respect any stated opinion). Continued conversations outside of the classroom are encouraged. All posts should be well thought out and substantive (noting a minimum word count will be enforced for the initial and reply posts).*

Each group discussion forum is worth a maximum of ten (20) points for a maximum total of forty (40) points. Note: The group discussion forums may introduce new material (beyond the

course textbook) and thus require students to utilize established critical thinking and programming skills.

Homework: There will be 11 homework assignments to be completed in the A&M-Central Texas Canvas Learning Management System. The homework assignments include a selection of the most relevant and engaging assets from each chapter and are further configured to cover all the chapter objectives. The purpose of the homework assignments is to solidify newly gained Python programming skills related to the course learning objectives and outcomes. Each homework assignment includes practical application programming questions. The homework assignments are not timed. Each homework assignment includes one (1) attempt. Each homework is worth a maximum of thirty-five (35) points each for a maximum total of 385 points.

Programming Exercises: There will be four (4) individual programming exercises to be completed in the A&M-Central Texas Canvas Learning Management System. The programming exercises include one (1) attempt, are not timed. Each programming exercise is worth a maximum of fifty (50) points each for a maximum total of two hundred (200) points. The programming exercises are progressively more difficult than the homework.

Exams: There will be two (2) exams to be completed in the A&M-Central Texas Canvas Learning Management System. Each exam (solely based on textbook material) includes fifty (50) multiple-choice questions and/or True/False to be answered in a 65-minute timeframe. Each exam includes one (1) attempt. Each exam is worth a maximum of fifty (50) points for a maximum total of 100 points.

Grading Criteria Rubric and Conversion

Required Activity	Quantity	Points	Total
Meet & Greet Discussion Forum	1	15	15
Group Discussion Forums	2	20	40
Quizzes	13	20	260
Homework	11	35	385
Programming Exercises	4	50	200
Exams	2	50	100
Total			**1000**

Percentage	Points	Grade
90.0-100%	900-1000	A
80.0-89.9%	800-899	B
70.0-79.9%	700-799	C
60.0-69.9%	600-699	D
0-59.9%	0-599	F

Posting of Grades

All student grades will be posted on the Canvas Grade book and students should monitor their grading status through this tool. Grades for weekly assignments, discussions, quizzes, and exams should be posted (no guarantees) within 7 days following the due date.

Grading Policies

All assignments must be submitted before the posted deadline. No late assignments will be accepted. NOTE: NO work will be accepted after 12/15/2023.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

Week	Dates	Learning Materials	Deliverables
1	8/28-9/3	Read the Syllabus	Syllabus Acknowledgement Meet & Greet Discussion Forum Install Python
2	9/4-9/10	Chapter 1 Chapter 1 PPTs/Lecture Materials	Quiz #1 Homework #1
3	9/11-9/17	Chapter 2 Chapter 2 PPTs/Lecture Materials	Quiz #2 Homework #2
4	9/18-9/24	Chapter 3 Chapter 3 PPTs/Lecture Materials	Quiz #3 Homework #3 Programming Exercise #1
5	9/25-10/1	Chapter 4 Chapter 4 PPTs/Lecture Materials	Quiz #4 Homework #4
6	10/2-10/8	Chapter 5 Chapter 5 PPTs/Lecture Materials	Quiz #5 Homework #5
7	10/9-10/15	Chapter 6 Chapter 6 PPTs/Lecture Materials	Quiz #6 Homework #6 Programming Exercise #2
8	10/16-10/22	Review Chapters 1-6	Exam 1
9	10/23-10/29	Chapter 7	Quiz #7

		Chapter 7 PPTs/Lecture Materials	Homework #7
10	10/30-11/5	Chapter 8 Chapter 8 PPTs/Lecture Materials	Quiz #8 Homework #8
11	11/6-11/12	Chapter 9 Chapter 9 PPTs/Lecture Materials	Quiz #9 Homework #9 Programming Exercise #3
12	11/13-11/19	Chapter 10 Chapter 10 PPTs/Lecture Materials	Quiz #10 Homework #10
13	11/20-11/26	Chapter 11 Chapter 11 PPTs/Lecture Materials	Quiz #11 Discussion #1
14	11/27-12/3	Chapter 12 Chapter 12 PPTs/Lecture Materials	Quiz #12 Homework #11 Programming Exercise #4
15	12/4-12/10	Chapter 13 Chapter 13 PPTs/Lecture Materials	Quiz #13 Discussion #2
16	12/11-12/15	Review Chapters 7-13	Exam 2

Important University Dates

Important university dates from the current Academic Calendar can be found here: [https://www.tamuct.edu/registrar/academic-calendar.html]

TECHNOLOGY REQUIREMENTS AND SUPPORT

This course will use Microsoft Office 365 software. As a University student, you can download the software at no cost. Please access this University link for download instructions: https://tamuct.onecampus.com/task/all/office365-software . You will also need to install Python/IDLE for your operating system. The installation instructions will be posted in Canvas.

Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. We strongly recommend the latest versions of Chrome, Firefox, Edge, or Safari browsers. Canvas will run on Windows, Mac, Linus, iOS, android, or any other device with a modern web browser. **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/] by clicking on the "TAMUCT Online Canvas" tile. You will then log in through our Microsoft portal.

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

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Canvas Support

Use the Canvas Help tab, located at the bottom of the left-hand menu, for issues with Canvas. You can search the support articles or use the Email, Call, or Chat buttons at the bottom of the support pop-up to contact the Canvas Help Desk.

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

Online Proctored Testing

Texas A&M University-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 requires use of the Chrome web browser with their custom plug in installed.

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

Warrior Center for Student Success
The Warrior Center for Student Success is a comprehensive academic support department at A&M-Central Texas, dedicated to fostering an environment of excellence and empowerment among its student body. The center offers a wide range of programs and services to ensure every student reaches their full potential, and is a haven for students seeking guidance, resources, and a strong support network to excel in their educational journey.

ADA Access and Accommodations: Texas A&M University-Central Texas ensures that students with disabilities have equal access to educational opportunities by providing appropriate accommodations and support services. If you believe you have a physical, learning or socio-emotional disability requiring reasonable accommodations, please visit Access and Inclusion [https://www.tamuct.edu/student-affairs/access-inclusion.html] for more details or contact the Office of Access and Inclusion, WH-212; (254) 501-5836. Any information you provide is private and confidential.

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Success Coaching and Peer Mentoring: Our experienced Success Coaches work one-on-one with students to develop personalized action plans, set academic goals, and build effective study strategies, time management skills, and resilience. Our Peer Mentors provide a valuable support system, offering guidance, encouragement, and a relatable perspective to help students navigate their academic and personal challenges. For more details call 254-501-5836 or 254-501-5928 or visit Academic Support [https://www.tamuct.edu/student-affairs/academic-support.html]. Click the link to schedule a session (virtual or in-person) with a success coach bit.ly/3q7uB50 or visit WH, 111.

Testing Services: We offer a secure and comfortable environment for students and members of the community to take courses and distance learning exams, as well as placement tests and professional certification exams. Our Testing Service also offers resources and support referrals for testing related challenges (test anxiety, learning disabilities, etc.) and supports all approved ADA accommodations. Call (254) 519-5830 or visit the Testing Center [https://www.tamuct.edu/testing-center/].

Tutoring and Supplemental Instruction Services: Our team of qualified Tutors and Supplemental Instructors assist students in various non-writing subjects, promoting academic comprehension and enhancing learning outcomes. Click the link to schedule a tutoring session with a TAMUCT tutor (virtual or in-person) or view tutor availability bit.ly/43Q6wNz. You may also chat live with a remote tutor 24/7 for a variety of subjects through our partnership with Tutor.com, an online tutoring platform that is free to all TAMUCT students. To learn more please visit Tutoring Services [https://www.tamuct.edu/student-affairs/academic-support.html#tutoring] or call (254) 501-5836 or visit the Tutoring Hub in Warrior Hall, 111.

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. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Student Conduct Office. 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 referral, [https://cm.maxient.com/reporting.php?TAMUCentralTexas].

Drop Policy

If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web.

[https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdpId=https://eis-prod.ec.tamuct.edu:443/samlsso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Records and Admissions Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Records and Admissions 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 Records and Admissions 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.

Pregnant and/or Parenting Students Rights and Accommodations

Texas A&M University-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Associate Dean in the Division of Student Affairs, (254) 501-5909, can assist students who are pregnant, experiencing pregnancy-related conditions, and/or parenting by provide flexible and individualized reasonable accommodations. Students should seek out assistance as early in the pregnancy as possible through the Pregnancy & Parenting webpage [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. For more information, please visit Student Affairs [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. 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 specifically prohibits discrimination against a student based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions [https://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.html].

Students experiencing any form of discrimination due to any of these conditions are encouraged to reach out to the Title IX Coordinator, 254.519.5716, titleix@tamuct.edu, Founders Hall 317B, or the Associate Dean of Student Affairs, 254.501.5909, Warrior Hall 105.

Title IX Rights and Reporting Responsibilities

Texas A&M University-Central Texas is committed to creating a safe and open learning environment for all students. If you or another student has experienced any form of gender discrimination or sexual misconduct, including sexual harassment, sexual assault, dating/domestic violence, and/or sex-based stalking, help and support are available. Our university strongly encourages all members of our campus community to report incidents and seek support for gender discrimination and sexual misconduct through the Title IX Office. You may contact the Title IX Office at 254.519.5716, titleix@tamuct.edu, Founders Hall 317B, or learn more by visiting the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Please be aware that that under Title IX, Texas Senate Bill 212, and System Regulation 08.01.01, [https://policies.tamus.edu/08-01-01.pdf] all university employees are mandated reporters and are required to disclose information about suspected or alleged violations as listed above and defined in System Regulation 08.01.01. If the Title IX Office receives information about an incident, they will reach out to offer information about resources, rights, and procedural options as a member of the campus community. Although I have an obligation to report, you will, in most cases, control how your case will be handled. When working with the Title IX Office you will have access to resources and accommodations but also have the opportunity to express if you wish to move forward with an investigation. Our goal is to make sure you are aware of the options available to you as a student. Community members are not required to respond to this outreach.

If you or another student wishes to speak to a confidential employee who does not have this reporting responsibility, you can contact the Student Wellness & Counseling Center, [https://www.tamuct.edu/student-affairs/student-counseling.html], 254.501.5955, or swacc@tamuct.edu, located in Warrior Hall Room 207L or the Student Support Advocate, 254.501.5978 or ssa@tamuct.edu, located in founder Hall Room 317D.

University Library & Archives

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 350 electronic databases containing approximately 1,203,947 eBooks and 134,750 journals, in addition to the 96,879 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 virtually through WebEx, Microsoft Teams or in-person at the library. Schedule an appointment here

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[https://tamuct.libcal.com/appointments]. 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 workspaces, 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 Library website

[https://tamuct.libguides.com/index]

University Writing Center

Located in Warrior Hall 416 and online, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. The face-to-face hours of operation are from 10:00 a.m.-5:00 p.m. Monday and Thursday in Warrior Hall 416. Online tutoring is available Monday thru Thursday from 10:00 a.m.-5:00 p.m. and from 6:00-9:00 p.m. and on Saturdays from 12:00-3:00 p.m.

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, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

OTHER 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 Wellness and 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, 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/reporting.php?TAMUCentralTexas].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/bit]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

OTHER POLICIES

1. The instructor reserves the right to modify the course syllabus during the semester for the benefit of the students.
2. The instructor reserves the right to supplement materials presented in the text with additional course material that may help the students better understand a topic(s).
3. Instructor expects that the students will act in a curious and professional manner in all interactions with other students and the instructor.
4. Instructor reserves the right to modify grading rubrics. Changes to grading rubrics are only made to current and/or future assignments.
5. Any changes made will be announced on Canvas.

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.