CAMOSUN COLLEGE
School of Trades and Technology
Computer Science Department

ICS 280
Capstone Project - Preparation
Winter 2020

COURSE OUTLINE

The calendar description is available on the web @   http://camosun.ca/learn/calendar/current/web/ics.html#ICS298

Ω *Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.*

1. Instructor Information

(a)	**Instructor**	Saryta Schaerer
(b)	**Office hours**	As needed
(c)	**Location**	Technology Building 239
(d)	**Phone**	250 370 4451 **Alternative:**
(e)	**E-mail**	schaerer@camosun.bc.ca
(f)	**Website**	D2L

2. Intended Learning Outcomes

Upon successful completion of this course students will be able to:
- Discuss the dynamics of team formation.
- Prepare a portfolio or resume to present to project client(s).
- Complete the key steps in obtaining a project commitment from a prospective industry client.
- Select an appropriate software development methodology.
- Apply different strategies to solve software development problems.

3. Required Materials

(a) Texts:
   Required: none

(b) Other: None

4. Course Content and Schedule

tentative delivery schedule for Capstone including ENGL273, ICS 217 and ICS 299.

wk	Week Of	Class	Project	Symposium (draft)	Important Dates
1	06-Jan	none	Survey Completed		
2	13-Jan	No	Department forms teams.		
3	20-Jan	No			Jan 20: Fee deadline
4	27-Jan	yes	Walk through of the process and expectations. Finalization of Project teams		
5	03-Feb	No	Feb 2: Project Submissions are due Submissions reviewed by Department		
6	10-Feb	No	Submissions reviewed by Department. Projects released to students.		
7	17-Feb	No	Prep for Meet n' Greet		Family Day Reading Week
8	24-Feb	Yes all day	Meet n' Greet Session 1		Feb 28: T2202 available
9	02-Mar	Yes all day	Meet n' Greet Session 2		Mar 2: Application to Graduate Due
10	09-Mar	Yes	Department review selections and contact Sponsors	Review Capstone Symposium Information and expectations	
11	16-Mar	Yes	Department review selections and contact Sponsors	Committee Selections	
12	23-Mar	No	Teams with meet sponsors (Kick off Meeting) Start Project Charter		
13	30-Mar	No	Work with Sponsor on Project Charter		
14	06-Apr	No	April 9: Project Charter Due		April 10: Good Friday
15	13-Apr		Exam Week		April 13: Easter Monday

It is expected that students will meet with their client for their kickoff meeting and work with them on the Project Charter.

5. Basis of Student Assessment (Weighting)

(a) Assignments:

Kick Off Meeting Agenda
Project Charter (PC)
Participation

(b) Quizzes: n/a
(c) Exams: n/a
(d) Other (e.g. Project, Attendance, Group Work)

6.   Grading System

	Standard Grading System (GPA)
X	Competency Based Grading System

7. Recommended Materials to Assist Students to Succeed Throughout the Course

8. College Supports, Services and Policies

Immediate, Urgent, or Emergency Support
If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts @ http://camosun.ca/about/mental-health/emergency.html or http://camosun.ca/services/sexual-violence/get-support.html#urgent

College Services
Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at http://camosun.ca/

College Policies
Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at http://camosun.ca/about/policies/. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, Student Appeals, Student Conduct, and Student Penalties and Fines.

A. GRADING SYSTEMS *http://www.camosun.bc.ca/policies/policies.php*

The following two grading systems are used at Camosun College:

1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at http://www.camosun.bc.ca/policies/E-1.5.pdf for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	*Incomplete*: A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	*In progress*: A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	*Compulsory Withdrawal*: A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.