**CAMOSUN COLLEGE**
*Trades and Technology*
*Computer Science*

*COMP 156*
*Computer Concepts*
*Fall 2020*

# COURSE OUTLINE

**The calendar description is available on the web @** http://camosun.ca/learn/calendar/current/web/comp.html

$\Omega$  *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** | Guenter Kiechle | |
| **(b) Office hours** | by appointment (best via E-Mail) | |
| **(c) Location** | Ewing 310, Lansdowne Campus | |
| **(d) Phone** | n.a. | **Alternative:** |
| **(e) E-mail** | kiechleg@camosun.bc.ca (preferred method of communication) | |
| **(f) Website** | D2L course page | |

## 2. Intended Learning Outcomes

Upon successful completion of this course, a student will be able to:
- Use typical computing applications, e.g. file system, word processor, spreadsheet, desktop, database and email;
- Identify and discuss issues involving the implications and effects on society of computing;
- Use commands of typical operating systems/environments;
- Identify and use typical computing vocabulary and standards;
- Use local area and wide area network services for accessing file servers and other computer systems;
- Use information search and retrieval strategies across the Internet;
- Describe the basic components (hardware and software) of a microcomputer;

- Identify the basic concepts of computer programming languages; and
- Prepare simple web sites using HTML and scripting.

## 3. Required Materials

(a) Understanding the Digital World, Brian W. Kernighan, 978-0691176543, available at the Camosun Bookstore, http://kernighan.com/udw.html
(b) Materials on the D2L course page: presentation slides for lectures, lab assignment instructions for labs

## 4. Course Content and Schedule

*Content of lectures*
- Hardware (3 weeks)
- Software (4 weeks)
- Communications (5 weeks)

*Content of labs*: file management, word processing, spreadsheets, presentation software, web pages with HTML and JavaScript

The course will be delivered **synchronous and entirely online** – please do not come to campus for any part of this course. Lectures and labs will be held in Collaborate (access through D2L). For labs, you are supposed to remotely log into and use a computer in the lab room indicated in CAMLINK.

Please see online lecture and lab schedule on CAMLINK for class hours.
Please see online schedule of events on the course site in D2L (Calendar tool).

| Part | Week # | Textbook chapter |
|---|---|---|
| Hardware | Week 1 | - |
| | Week 2 | Whats in a computer? |
| | Week 3 | Bits, Bytes and Representation of Information |
| | Week 4 | Inside the CPU |
| Software | Week 5 | Algorithms |
| | Week 6 | Programming |
| | Week 7 | Software Systems |
| | Week 8 | Mid-term |
| | Week 9 | Learning to Program |
| Communications | Week 10 | Networks |
| | Week 11 | The Internet |
| | Week 12 | The World Wide Web |
| | Week 13 | Data and Information |
| | Week 14 | Privacy and Security |

## 5. Basis of Student Assessment (Weighting)

(a) Lab assignments: **25 %**

Must achieve a minimum average of 50 % on the labs.

Late assignments are subjected to penalties, except by the instructor's prior written permission or in the presence of a dire and documented short-term medical or family emergency.

(b) In-class quizzes: **10 %**

(c) Exams

Mid-term exam: **15 %**
Final exam: **30 %**

Must achieve a minimum of 50 % on the final exam to pass the course.

No leaving during any examination before the first half of the exam period unless an accommodation in place.

(d) Attendance and participation: **20 %**

## 6. Grading System

| X | Standard Grading System (GPA) |

| | Competency Based Grading System |

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

Materials needed to succeed are the textbook and the D2L course page.

## 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

**Department Policies:**
  **Grade review:** You have 7 days after marks are posted to review with your instructor.

  **Academic Dishonesty**:

  1st violation:  minus the weight of the deliverable and a note on your departmental file.

  2nd violation: F in the course

  3rd violation: Student Conduct Policy E-2.5 is applied

  **Missed Examinations/Quizzes:**  If a student misses a quiz or an exam, a mark of zero will be assigned unless there are extenuating circumstances. In such cases, the proportion of grade assigned to the missed quiz or exam will be added to the proportion assigned to the final exam. The final exam will be held during exam week. NO consideration will be given to any student wishing to write the exam at any other time than that assigned.

  **Electronic Devices:** The school's policy regarding electronic devices is that any student who has a cell phone or other unauthorized electronic device (ie. ipad, laptop, playbook, etc.) on their person or around their desk during an exam will be guilty of cheating and will a grade of "F" for the course.

**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. |