

School of Computer Science, University of Guelph
CIS*1300 (W'24) Programming [0.50]

Instructor: *Fei Song*

Email: fsong@uoguelph.ca

Office Hours: Tue. and Thu., 3:30 – 4:30 pm (Zoom meetings)

Lectures: Mon., Wed., and Fri., 11:30 am – 12:20 pm (in-person in CRSC 116)

Teaching Assistants: *Guang Li Lin*

Contact: cis1300@socs.uoguelph.ca

Office Hours: Wed. and Fri., 5:30 – 6:30 pm (Zoom meetings)

Labs: Fri., 9:30 – 11:20 am (in-person in REYN 0002)

Course website: <https://courselink.uoguelph.ca/>

Calendar Description:

This course examines the applied and conceptual aspects of programming. Topics may include data and control structures, program design, problem solving and algorithm design, operating systems concepts, and fundamental programming skills. This course is intended for students who plan to take later CIS courses. If your degree does not require further CIS courses, consider CIS*1500 Introduction to Programming.

Restriction(s): CIS*1500. This is a Priority Access Course. Enrolment may be restricted to particular programs or specializations. See department for more information.

Department(s): School of Computer Science

Requisites: None

Required Textbook:

We will use as the textbook a digital interactive book from Top Hat, “Introduction to Programming with C”. For instructions on how to create a Top Hat account and enroll in our Top Hat course, please consult the webpage “[Student: Top Hat Overview & Getting Started Guide](#)”.

Once you already have a Top Hat account, go to <https://app.tophat.com/e/889754> directly to join our course. If you haven’t created a Top Hat account, follow the steps below to complete the setup:

- (1) Go to <https://app.tophat.com/register/student>.
- (2) Enter the join code: 889754 and select the search result.
- (3) Click “Join this Course” and follow the instructions to create your account.

You may purchase an “access key for this digital textbook at the University Bookstore for \$100.00. Alternatively, you can purchase the book directly from Top Hat for \$75.00: just go through the registration process above and the payment will be applied at checkout. Please bear in mind that the textbook content will be made available gradually as we progress through the semester; so, do not panic if you couldn’t see much content upon entry. Should you need help with Top Hat at any time, please contact their Support Team directly by email at support@tophat.com, using the in-app support button, or by calling 1-888-663-5491. Specific user information may be required by their technical support team when troubleshooting issues.

Assessments:

Programming Components: 50%

- Weekly Lab Exercises (Weeks 2-11): $2 \times 10 = 20\%$
- Assignments: $3 \times 10 = 30\%$ (due on Feb. 9, Mar. 8, and Apr. 5, respectively)

Exam Components: 50%

- Weekly Online Quizzes (Weeks 2-11): $1.5 \times 10 = 15\%$
- Physical Lab Exam (Apr. 5, 2024: 9:30 – 11:20 am in the lab): 7%
- Physical Final Exam (Apr. 22, 2024: 8:30 – 10:30 am, Location TBD): 28%

Grading Policies:

- Passing Requirement: To pass the entire course, a grade of at least 50% is required for both the programming components and the exam components, respectively. Otherwise, the lower grade of the two will be your final grade for the course. For example, if you get 42% for the programming components, and 60% for the exam components, your final grade will be 42%.
- Late Assignments: If you are late in submitting an assignment, the marks will be deducted by 10% for one day late, 25% for two days late, and 50% for three days late. No marks will be given for submissions that are more than three days late.
- Assignment Regrades: Regrading requests are only handled within 10 business days during the office hours after the marks are released for each assignment. Beyond this time, no more regrading requests will be allowed.
- Missed Lab Exercises: Up to three lab exercises can be missed due to compassionate reasons, and their marks will be filled by the average mark of all the completed lab exercises at the end of the semester.
- Missed Online Quizzes: Up to three online quizzes can be missed due to compassionate reasons and their marks will be filled by the average mark of all completed online quizzes at the end of the semester.
- Missed Lab Exam: For the missed the lab exam due to compassionate reasons, its weight will be added to that of the final exam.

Roles and Responsibilities

Communication & Email Policy

Please use lectures, lab sessions, and the discussion forums as your main opportunities to ask questions about the course. Questions that are specific to your particular situation may be emailed to cis1300@socs.uoguelph.ca and will be answered by one of the instructional team. Extremely private communication should be conducted in person by making an appointment with the course instructor.

Major announcements will be posted to the course website and the discussion forums. **It is your responsibility to check the course website regularly.** As per university regulations, all students are required to check their <mail.uoguelph.ca> e-mail account regularly: e-mail is the official route of communication between the University and its students.

Recording of materials

Presentations which are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, classmate, or guest lecturer. Material recorded with permission is restricted to use for that course and may not be posted on any public space unless further permission is granted.

Copies of out-of-class assignments

Students must keep paper and/or other reliable back-up copies of all out-of-class assignments: you may be asked to resubmit work at any time.

Instructor's Role and Responsibility to Students

The instructor's role is to develop and deliver course material in ways that facilitate learning for a variety of students. Selected notes will be made available to students on the course website but are not intended to be stand-alone. During lectures, the instructor will expand and explain the content of notes and provide example problems that supplement posted notes. Scheduled classes will be the principal venue to provide information and feedback for exams and assignments.

Students' Learning Responsibilities

Students are expected to take advantage of the learning opportunities provided during lectures, labs and help sessions. Students, especially those having difficulty with the course content, should also make use of other resources recommended by the instructor. Students who fall behind due to illness, work, or extra-curricular activities are advised to keep the instructor informed as early as possible. This will allow the instructor to recommend extra resources in a timely manner and/or provide consideration if appropriate.

Academic Integrity

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community faculty, staff, and students to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct.

For educational purposes, instructors impose conditions on assignments that may limit students' permission to collaborate with others or to utilize external sources (including, but not limited to, software, data, images, text, etc.). Any permitted utilization must be done with proper references. Aiding and abetting is a punishable offence; students must be careful not to help others commit offences by giving out solutions or providing to access computer accounts. Instructors may use automated tools to detect possible cases of academic misconduct.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with the instructor.

The Academic Misconduct Policy is detailed in the Undergraduate Calendar:

<https://calendar.uoguelph.ca/undergraduate-calendar/undergraduate-degree-regulations-procedures/academic-misconduct/>

Accessibility

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty, and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to an open and supportive learning environment. Students requiring service or accommodation, whether due to an identified, ongoing disability, or for a short-term disability should contact Student Accessibility Services (SAS) as soon as possible.

For more information, contact SAS at 519-824-4120 ext. 56208 or email csd@uoguelph.ca or see the website: <http://www.uoguelph.ca/csd/>.