CIS*2170 User Interface Design
0.75 Credits – Undergraduate – Winter 2022
School of Computer Science – University of Guelph

Lectures (all sections):
Tuesdays, 1pm-2:20pm, MCKN 117
Thursdays, 1pm-2:20pm, AD-S Virtual

Instructor:
David Flatla dflatla@uoguelph.ca
Office hours: Fridays 1pm-3pm (by appt)

Section 01 Labs:
Mondays, 8:30am-10:20am, AD-S Virtual

Section 02 Labs:
Wednesdays, 2:30pm-4:20pm, AD-S Virtual

Section 03 Labs:
Fridays, 8:30am-10:20am, AD-S Virtual

Teaching Assistants:
Habiba cis2170@socs.uoguelph.ca
Nathan cis2170@socs.uoguelph.ca
Wanda cis2170@socs.uoguelph.ca

Course Website: https://courselink.uoguelph.ca/d2l/home/736810
The course website will be used for all distributions and all submissions for this course. I will use it to post announcements, readings, assignment descriptions, Zoom links, and grades. All assignment submissions will be submitted via the course website.

Readings: Online readings will be posted on the course website each week.

Course Prerequisites: CIS*1200 or CIS*1500

Course Calendar Description:
This course is a practical introduction to the area of user interface construction. Topics include user interface components and their application, best practices for user interface design, approaches to prototyping, and techniques for assessing interface suitability.

Semester Plan: My goal for CIS*2170 this semester is to be predictable and reasonable. Each week, you will have online readings (posted the previous Friday) to read, a discussion lecture on Tuesday, an Example/Counterexample to submit (Wednesday), a short presentation (to deliver or attend) in Thursday's lecture, and a lab exercise to complete in your registered lab (Monday, Wednesday, or Friday). Tuesdays are the only 'in-person' (except for the first two weeks of term) component of the course, but will be hybrid (i.e., broadcast on Zoom) throughout the semester. Thursday lectures and Labs will be synchronous virtual. All assignment submissions and feedback will be electronic. Your lowest grade for Examples/Counterexamples and Labs will be dropped. There will be no midterm or final exam.

COURSE PLAN
Design is an expertise-driven practice and designers are practice-led experts. As such, this course focuses on: 1) building expertise, and 2) developing practice.

Building Expertise (39% of final grade):
Readings: Posted each Friday (starting 14 Jan – see schedule below). Read these first each week.

Discussions: On Tuesdays, we will discuss the readings. This is a time for comments, questions, criticisms, and discussion. I will NOT be lecturing what you have read (i.e., reading is 100% your responsibility). Take notes as you read (summarize), record any questions you have as you read (engage), and identify strengths and weaknesses of the topics covered in the readings (critique). Bring your thoughts to class and we'll discuss them.

Example/Counterexample Submissions: On Wednesday evenings (starting 19 Jan – see schedule below), you will submit an example or counterexample that illustrates one or more concepts

from the week's readings. You will submit a PDF (required) to the course website that contains a screenshot/image (plus source) of your example with a 100-word text description. 1-2 pages are the expected norm, but you can use more if needed (e.g., illustrating a multi-step concept may require a sequence of screenshots). More details will be provided in a separate specification.

Presentations: For Thursday (online) lectures (starting 20 Jan), ~25-30 students will be called upon to unmute their mic (one at a time) and briefly verbally describe how their Example/Counterexample (that I will screenshare) illustrates concepts from that week's readings. Do NOT prepare slides, but you can direct me to a website or other resource if helpful.

You will each be scheduled to do two such presentations, one before Winter Break and one after Winter Break. I will post the presentation schedule to CourseLink on Monday 17 January.

If you are unable to attend your scheduled Thursday presentation, I will reserve the final Thursday prior to Winter Break (17 Feb) and again at the end of the Semester (07 Apr) for make-up presentations. If you fail to attend your scheduled presentation and fail to attend the make-up presentation day, then you will receive 0 for that presentation. Please note that Winter Break and end-of-term are hard deadlines.

In addition, make sure that you submit an Example/Counterexample in the week you are scheduled to present. You will not be called upon to present if you do not submit an Example/Counterexample for that week, so you will receive a 0 for both your Example/Counterexample AND your presentation (assuming you miss both your scheduled presentation day and the make-up day).

I understand that presentations can be challenging. However, being able to clearly explain your ideas and contributions is an important skill for essentially everything you will ever do. I've also noticed that seeing your peers' work and hearing their thoughts behind their work also has a great reinforcement learning effect for each week's concepts. To help provide motivation, you will receive credit for each presentation (3%).

Developing Practice (55% of final grade):
Labs will begin in Week 01 (Monday 17 January, Wednesday 19 January, or Friday 21 January, depending on your registered lab). You will receive the lab specification at the beginning of your registered lab (either via CourseLink or from your TA) and you will work solo, in pairs, or in teams to complete a practical design exercise that you will submit (to CourseLink) at the end of your scheduled lab time. Many labs require that you complete your design exercises on paper so you will need *plain paper, pencils, colouring pencils, pens, scissors, a ruler, etc.* You will also need to be able to *take photos* of your lab results for uploading. You will also occasionally need to *print out* a resource to work on, but I will try to keep this to a minimum. All labs are designed to take about two hours. When working in pairs or teams, only one group member needs to upload your submission to CourseLink. We will choose your partners when they are needed.

Labs are capped at ~two hours (1 hour and 50 minutes) – you must submit your work (completed or not) by the end of the lab. This is to simulate common design working conditions such as rapid turnarounds on a fixed schedule. However, consideration will be given during grading if it is apparent that a particular lab required much more than two hours to complete.

Feedback Surveys (6% of final grade):
To help me understand how the course is going for you, I will also release 3-4 quick surveys throughout the semester. These aren't strictly merit-based (although you could think of it as an exercise in survey critique and surveys are common UI user study tools), but I am making it

worth credit (6% of your final grade) to encourage participation, they are quick and easy to do, and I get valuable feedback to see how things are going. Unfortunately, to allow me to give you credit for completing the survey, I need to ask for your student ID on the survey. Regardless, please be honest and open in your responses – your genuine feedback is very valuable to me.

Grading Scheme:
- Example/counterexamples [11 in total] = 33% (3% each)
- Labs [11 in total] = 55% (5% each)
- Feedback Surveys [3-4 in total] = 6% (1.5-2% each)
- Live Introductions for Examples [2 in total] = 6% (3% each)

Your final grade will be the weighted average of your grades for the four submission types.

Notes on Grading:

Assessing design involves some degree of interpretation. As such, it can be difficult to precisely define what 'correct' and 'incorrect' mean for 2170 submissions. We will be assessing technical aspects such as completeness (e.g., all components present), correctness (e.g., in requested format), and communication (e.g., spelling and grammar), plus more subjective aspects such as topic fit (e.g., example or lab submission is relevant to weekly topic), depth of insight for any justifications provided, and overall quality.

Requests for regrading will be declined by default. There are almost 3000 units of assessment to be graded during this course, so having an open regrading policy is infeasible. If you persist with a regrading request, we will carefully regrade every aspect of the submission in question, with the potential for your grade to decrease, remain the same, or increase.

Course Schedule:

Week (Monday)	Topic	Example	Lab	Example Due Date	Readings Posted
00 (10 Jan)	Course Intro	--	--	--	14 Jan (Week 01)
01 (17 Jan)	Design Practice I	Ex01	Lab01	11:59pm 19 Jan	21 Jan (Week 02)
02 (24 Jan)	Design Practice II	Ex02	Lab02	11:59pm 26 Jan	28 Jan (Week 03)
03 (31 Jan)	Sketching	Ex03	Lab03	11:59pm 02 Feb	05 Feb (Week 04)
04 (07 Feb)	Prototyping	Ex04	Lab04	11:59pm 09 Feb	11 Feb (Week 05)
05 (14 Feb)	UI Components	Ex05	Lab05	11:59pm 16 Feb	18 Feb (Week 06)
WB (21 Feb)	*Winter Break*	--	--	--	--
06 (28 Feb)	Colour	Ex06	Lab06	11:59pm 02 Mar	04 Mar (Week 07)
07 (07 Mar)	Gestalt/Form	Ex07	Lab07	11:59pm 09 Mar	11 Mar (Week 08)
08 (14 Mar)	Usability/Function	Ex08	Lab08	11:59pm 16 Mar	18 Mar (Week 09)
09 (21 Mar)	User Studies	Ex09	Lab09	11:59pm 23 Mar	25 Mar (Week 10)
10 (28 Mar)	Accessibility	Ex10	Lab10	11:59pm 30 Mar	01 Apr (Week 11)
11 (04 Apr)	Personas	Ex11	Lab11	11:59pm 06 Apr	--

Other Notes:
- First day of class is Monday, 10 January 2022 (first lecture is Tuesday, 11 January 2022).
- Labs will begin Monday, 17 January 2022.
- Winter break (no classes or labs) is 21-25 February 2022.
- Last day of classes & labs is Friday, 08 April 2022.
- There is no midterm exam & no final exam for this course.

Late Policy:

As this course has a very strict schedule, no late submissions will be accepted.

When You Cannot Meet a Course Requirement:
In lieu of a formal process for accommodating missed submissions due to illness or compassionate reasons, a global 'drop one' policy will be in effect for your *Example/ Counterexample Submissions* and *Lab Submissions* – the single lowest grade for each will not be counted in your final grade calculation. I strongly recommend saving these for emergencies rather than using them early in the semester and regretting it later.

Communication (i.e., How to get help...)
As per university regulations, all students are required to check their *uoguelph.ca* e-mail account regularly. E-mail is the official route of communication between the University and its students.

The best way to get help is to ask during your lab or in lecture. Failing that, please reach out to the TAs (email above) or me (email above) to discuss further or book a meeting. The 2170 TA email address (listed with the lab TA info at the top of this document) must be used for all email correspondence with the TAs. Only the instructor and TAs have access to this email account.

I get a lot of email, so please state the course title and your name in any correspondence you send me. If you send me a question that is answerable elsewhere (e.g., Google, course readings, peers, Discussion Forum, Course Outline, any other resource besides me), I will redirect you instead of answering your question. Please be respectful in all email correspondence. I will do the same.

Drop Date:
Courses that are one semester long must be dropped by the end of the last day of classes. The regulations and procedures for dropping courses are available in the Undergraduate Calendar:
https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml

Copies of out-of-class assignments:
Keep reliable back-up copies of any work that you do in the course; you may be asked to resubmit your work at any time.

Accessibility:
The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required, however, interim accommodations may be possible while that process is underway. Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to make a booking at least 14 days in advance, and no later than November 1 (fall), March 1 (winter) or July 1 (summer). Similarly, new or changed accommodations for online quizzes, tests and exams must be approved at least a week ahead of time. More information is available at: http://www.uoguelph.ca/sas

Academic Misconduct:
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. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

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 a faculty member or faculty advisor. The Academic Misconduct Policy is detailed in the Undergraduate Calendar: http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml

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, a classmate or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

Resources:
The Academic Calendars are the source of information about the University of Guelph's procedures, policies and regulations which apply to undergraduate, graduate and diploma programs: http://www.uoguelph.ca/registrar/calendars/index.cfm?index

Illness:
Medical notes will not normally be required for singular instances of academic consideration, although students may be required to provide supporting documentation for multiple missed assessments or when involving a large part of a course (e.g., final exam or major assignment).

Disclaimer:
Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings, changes in classroom protocols, and academic schedules. Any such changes will be announced via CourseLink and/or class email. This includes on-campus scheduling during the semester, midterms, and final examination schedules. All University-wide decisions will be posted on the COVID-19 website (https://news.uoguelph.ca/2019-novel-coronavirus-information/) and circulated by email.

For information on current safety protocols, please follow these links: https://news.uoguelph.ca/return-to-campuses/how-u-of-g-is-preparing-for-your-safe-return/

https://news.uoguelph.ca/return-to-campuses/spaces/#ClassroomSpaces

Please note, these guidelines may be updated as required in response to evolving University, Public Health, or government directives.