

CIS*4250 Software Design V

Fall 2017



School of Computer Science

1 INSTRUCTIONAL SUPPORT

Section 01: THRN 2420

Please note that meeting rooms will be updated after the first week of classes

Instructor: Dr. Denis Nikitenko
Office: MCLN 214
Email: dnikiten@uoguelph.ca
Office hours: Office hours will be established on a team-by-team basis after the first week of classes

Teaching Assistants: none

2 LEARNING RESOURCES

2.2 Course Website

Course material, news, announcements, and grades will be regularly posted to the CIS*4250 website, which can be found at <https://moodle.socs.uoguelph.ca>. You are responsible for checking the site regularly.

- Meeting information: all meeting schedules, including dates, locations, and team names, will be posted online.
- Evaluation details: the details on all evaluation components for this course will be made available on the course website

2.3 Required Textbook

None

2.4 Calendar Description

This is a capstone course which applies the knowledge gained from the previous Software Design courses to a large team project. The course has an applied focus and will involve software design and development experiences in teams, a literacy component, and the use of software development tools.

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>

3 ASSESSMENT

3.1 Dates and Distribution

<i>Assessments</i>		
Project Management		10%
Presentation		15%
Week 3: Greenlight pitch	5%	
Week 12: Final presentation	10%	
Written Reports		20%
Week 3: Technical design document	10%	
Week 12: Final report	10%	
Project Technical Evaluation		55%
Week 7: alpha	20%	
Week 12: release candidate	25%	
Week 14: gold master	10%	

3.2 Course Grading Policies

Missed meetings: Every team member is expected to attend every weekly meeting and report on their progress and activities since the last meeting. A failure to attend a meeting with no supporting documentation will result in a 0.5% deduction from the Project Management grade.

Extensions: Due date extensions are only declared for catastrophic reasons such as server failures and snow closures. Assignments and midterms in other courses are not grounds for extensions.

Late submissions: All course deliverables are due at 9am on the due date. Late submissions for any of the course deliverables will be accepted for 12 hours after the deadline and penalized at 2% per hour. Submissions that are more than 12 hours late - i.e. submitted after 9pm on the due date - will **not** be accepted, and will automatically receive the grade of **zero (0)**.

Regrades: Requests for regrades of reports must be made within 5 business days of receiving your mark. Regrade requests must be made in person or emailed to the instructor.

Missed requirements: If you are unable to meet an in-course requirement due to medical, psychological, or compassionate reasons, please make an appointment to meet your course instructor. Please see below for specific details and consult the undergraduate calendar for information on regulations and procedures for Academic Consideration:

<http://www.uoguelph.ca/registrar/calendars/undergraduate/current/co8/co8-ac.shtml>

Accommodation of Religious Obligations: If you are unable to meet an in-course requirement due to religious obligations, please email the course email address **within two weeks of the start of the semester** to make alternate arrangements. See the undergraduate calendar for information on regulations and procedures for Academic Accommodation of Religious Obligations: <http://www.uoguelph.ca/registrar/calendars/undergraduate/current/co8/co8-accomrelig.shtml>

4 TEACHING AND LEARNING ACTIVITIES

4.1 Lecture and Lab Schedule

Lectures	Activities	Deliverables
Week 0 (Sept 7)	Lecture	
Week 1 (Sept 12, 14)	Weekly meeting with instructor	
Week 2 (Sept 19, 21)	Weekly meeting with instructor	
Week 3 (Sept 26, 28)	Weekly meeting with instructor, greenlight pitch	TDD due
Week 4 (Oct 3, 5)	Weekly meeting with instructor	
Week 5 (Oct 12)	Alpha demo	
Week 6 (Oct 17, 19)	Weekly meeting with instructor	
Week 7 (Oct 24, 26)	Weekly meeting with instructor	
Week 8 (Oct 31, Nov 2)	Weekly meeting with instructor	
Week 9 (Nov 7, 9)	Weekly meeting with instructor	
Week 10 (Nov 14, 16)	Weekly meeting with instructor	
Week 11 (Nov 21, 23)	Weekly meeting with instructor	
Week 12 (Nov 28, 30)	Release candidate (RC) demo	Final report due
Week 13 (Dec 5, 7)	No required meeting	
Week 14 (12, 14)	Gold master (GM) demo	

4.4 Important Dates

Thursday September 7: First day of class

Tuesday October 10: No Classes (team meeting will be rescheduled
- discuss with the instructor)

Friday November 3: 40th Class Day - last day to drop

5 ROLES AND RESPONSIBILITIES

5.1 Communication & Email Policy

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.

5.2 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.

5.3 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.

5.4 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.

6 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. All students who take a SOCS course must pass the **Academic Integrity Self Test**.

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 a faculty member.

The Academic Misconduct Policy is detailed in the Undergraduate Calendar:

<http://www.uoguelph.ca/registrar/calendars/undergraduate/current/co8/co8-amisconduct.shtml>

The SOCS Academic Integrity Unit:

<http://moodle.socs.uoguelph.ca/course/view.php?id=2> Login with your central login credentials. The key to use is "imhonest".

7 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](tel:519-824-4120) ext. 56208 or email csd@uoguelph.ca or see the website:

<http://www.uoguelph.ca/csd/>