Course Expectations and Policies

Come to Class Prepared
• Arrive on time, awake, and in dress code.
• There will be handouts and other course materials posted online; it is your responsibility to keep these papers organized and accessible.

Technology
• Bring your computer to class; programming without a computer is challenging!
• I expect that your use of the computer in class will be professional and respectful at all times; please do not browse the internet, send instant messages or emails, or use the computer in a way that takes your attention away from our class.

Class Participation
• Every student is expected to contribute positively during class.
• Participation is typically viewed as contributing to class discussions, however “active listening,” helping a neighbor, or volunteering to summarize group work are some examples of equally valid ways you can play a positive role during class.

Absences
• If you miss a class for any reason, please contact me as soon as possible so you can make up missed work and get back on track quickly.

Online Course Materials (http://wordpress.choate.edu/mhoke/cs550)
• You will be able to access course materials on the class web site above.
• Canvas may also be used for electronic homework submission.

Lessons and Assignments
• You will receive an assignment sheet containing class topics and associated projects. Should an assignment need to be altered, I will let you know in class or via email.

Homework
• Homework is an opportunity for you to practice new skills, solidify your understanding of concepts, experiment, be bold, take risks, and try new things.
• Small, regular assignments will often culminate in larger projects and major assessments. Therefore, regular completion of your homework is necessary for success in this class.
• When homework is due, I will check in class to see that you have completed the assignment. If you have, you will earn 2 points. Over the course of the term you can earn 40 homework points (20 points prior to midterm and 20 points after).
• Homework solutions will be posted online on our class site. Please take the time to check your solutions! Remember that in programming, there are many correct solutions; if you are unsure if your method is a good way of tackling a problem, please check with me.
Quick Quizzes

• Regularly (though perhaps not every day) at the start of class we will have a one-question “quick quiz,” which will cover something from the previous day’s class or homework. The points from these quizzes are extra credit. You can earn up to 20 points in a term (10 prior to midterm and 10 after).
• Although these quizzes are extra credit, consider them an opportunity to confirm your understanding of course material before larger quizzes and tests.

Major Assessments

• You will have at least 4 major assessments throughout the term.
• These assessments will always be announced, and may take the form of a test or a larger project.
• It is department policy that if you are absent from class on the day of a test and the absence is an unexcused absence, you will only be credited with 90% of your score.

Time for Tests and In-Class Work

• I will do my best to plan tests that are the correct length for the time allowed. You should plan accordingly, and use your time wisely.
• You will be reminded when only a few minutes remain.
• When time is called, please stop working and promptly turn in your paper.

Grades

• Grades will be calculated as follows:

\[
(\frac{\text{points you earned}}{\text{total possible points}}) \times 100
\]

Accommodations

• If you have approved accommodations, please make an appointment with me as soon as possible so we can discuss how I can best implement your accommodations in this course.

Academic Honesty and Collaboration

• Please feel free to work together on informal daily work. Working together is fun!
• If you work together on a homework assignment, please be sure that you each have a copy of the resulting work for your reference (and my record keeping).
• Work on quick quizzes, certain in-class programming assignments, and tests should be completely yours, and collaboration is not allowed. The honor pledge on such assignments will be required.
• Collaboration on certain major assessments (such as long-term programming projects) will be allowed. When you work together, you should cite all the contributors in the comments of your code.
• Programmers often reuse found code; this practice is acceptable provided you cite the source in your comments and include a thorough explanation of the code’s function.
• Review the rules on academic honesty in the handbook, and please ask me if you have questions relating to their role in this class.