

# Nashville State Community College

## Science, Technology, Engineering & Mathematics Division Computer Information Technology Program

### 2020 Master Syllabus

#### CITC 1301 Intro to Programming & Logic

This syllabus sets forth the expectations for course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. Students will be notified if any changes are made. Though changes are possible, it is expected that the course will be conducted as described in this syllabus.

3 Credits

2 Class Hours, 2 Lab Hours

An introduction to the logic necessary for application programming. Topics include logic analysis, techniques of structured design, process flow, and object oriented concepts. A programming language is used to teach data types, variables, control structures, methods/functions and arrays. **Prerequisite(s):** [Level 2 placement in Reading and Math](#).

#### Instructor Information:

Name:

Course Related Email:

Non-course Related Email:

Office Phone:

Office Location:

Office Hours:

#### Textbook & Other Materials:

Textbook (required):

*Starting out with Python, 4th edition* by Gaddis, 2018

ISBN:

978-0-13-444432-1

Lab Software & Libraries:

Free [python.org](http://python.org)

Reference Materials:

LinkedIn Learning {free to NSCC students}

Recommended Software:

Python 3; Microsoft Visio (free to NSCC students through Azure for Education) or other flowcharting program such as Draw.io; IDLE (refer to textbook); Microsoft Office 365 free to NSCC students;

Supplies (recommended):

Thumb drive, access to computer outside of class, headphones/ear buds for videos

Once enrolled all students should verify that they have the correct textbook and materials information by consulting the D2L/NS Online shell for the course (which can be accessed the first day of the semester) or, visiting the NSCC [online bookstore](#). For this course, you will need your textbook on the first day of class. Textbook generated test questions and assignments come from the 4th edition which is listed above. If you are

registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center at 615-353-3721, 615-353-3741, or [accesscenter@nsc.edu](mailto:accesscenter@nsc.edu).

## Computer Skill Expectations:

This course does **not** teach basic computer skills. Students who do not immediately re-mediate a deficiency in their ability to work a computer within the first week usually fail the course. Links to tutorials are provided in the Getting Started section in D2L.

- Basic computer skills to include opening and closing applications; mouse/keyboard skills; and, correct use of external storage devices;
- File/folder management skills to include: creating, opening, saving, renaming, copying, moving, deleting, printing, and compressing files;
- Completion of [Online Learning Orientation](#);

## Course Outcomes:

Upon successful completion of this course, students should be able to:

- Work within the framework of the Program Development Cycle, analyze and design computer software solutions to typical business problems using standard structure techniques.
- Document and illustrate solutions using appropriate planning tools.<
- Using their plan, students can design a computer program that is structurally correct and successfully accomplishes the assigned goal.
- Read a flowchart or pseudocode solution and give an accurate description of the problem being solved, correctly outline the variables being used, and the steps being followed.

## Course Competencies:

The following are detailed course competencies intended to support the course outcomes:

- Create a solution to a programming problem including an analysis, design (using pseudocode or flowcharting), and implementation using Python
- Identify the input, processing, and output steps to solve a programming problem
- Identify and code required constants and variables
- Identity and code
  - conditions
  - decisions
  - loops
  - operators
- Code evaluation and manipulation of strings.
- Read and writing text files and handle exceptions
- Manage Python lists and tuples

The following are general education competencies intended to support the course outcomes:

- Write clear, well-organized documents.
- Locate, evaluate and use multiple sources of information.
- Prepare and deliver well-organized oral presentations.

- Participate as team members and team leaders.
- Apply mathematics concepts to problems and situations.
- Use critical thinking skills.
- Use and adapt current technologies.
- Appreciate cultural diversity and the influence of history and culture.
- Apply scientific thought processes to a range of situations.

### **Topics to be Covered:**

- Introduction to Computers and Programming
- Input, Processing, and Output
- Decisions Structures and Boolean Logic
- Repetition Structures
- Functions
- Files and Exceptions
- Lists and Tuples
- More About Strings

### **Course Assessments:**

The following performance assessments will be used to demonstrate students’ understanding, knowledge and skills:

- Individual flowcharting/pseudo-code assignments
- Graded chapter tests and final exam
- Python Programs

### **Grading Scale:**

Grades will be determined as follows (Total points earned by student / Total possible points):

<b>Grade</b>	<b>Range %</b>
<b>A</b>	90 – 100
<b>B</b>	80 – 89
<b>C</b>	70 – 79
<b>D</b>	60 – 69
<b>F</b>	< 60

### **Attendance Policy**

The College is not an attendance taking institution as defined by 34 CFR 668.22(b)(1) in the Code of Federal

Regulations; however, students are expected to attend all scheduled classes, on campus and virtual, and laboratories.

- Absences in a course may affect a student's final grade.
- Tardiness may also affect a student's final grade.
- Students are responsible for all work/tests that occur during any missed class session(s) regardless of reason(s) for absence.
- Students who are sick or not well enough to attend class must notify the instructor as soon as possible before the scheduled class time, unless incapacitated or unable to do so. In that case, students must contact the instructor as soon as reasonably possible.
- If a student has an unavoidable conflict with a scheduled class session, students must notify the instructor, preferably before the class session, or as soon as possible.

For purposes of financial aid continued attendance is determined via engagement in the course. This can be accomplished in several ways including, but not limited to, continued attendance and/or participation in on-ground class sessions, participating in D2L as prompted (e.g., responding to an instructor's email, posting to a discussion board), and/or completing and submitting assignments.)

To the extent that attendance is kept in this class it is not for the purpose of the College but is instead associated with the instructor's individual grading rubric. The attendance policy for this class is **two consecutive weeks of absences (i.e., no participation/lack of engagement in the class)** will result in receiving a failing grade for the semester. Just logging into D2L/NS Online is not participating.

## **FA**

According to NSCC policy, an FA is awarded to students who do not officially withdraw from a course and do not attend after the 10/30/2020 cut-off date provided in the academic calendar. Please refer to the [current academic calendar](#) available on the Nashville State web site, looking for the date that indicates it is the "Last Day to Earn F for Attendance (FA)." Students who stop attending on or before this date receive an FA; students who stop attending after this date receive an F.

For online courses, attendance is defined by submission of assignments before the deadline. Students who fail a course and whose last assignment is submitted on or before the 10/30/2020 FA date will earn an FA for the course. Students who fail a course and whose last assignment is submitted after the FA date will earn an F for the course.

## **FN**

An FN is assigned to students who do not submit any assignments.

## **Technology Statement**

- All classes at the College are web enhanced.
- It will be essential for students to have access to a computer and an internet connection to complete assignments, engage in online discussions, and access various course materials through D2L/NS Online course shells.
- Students may also be required to use free video conferencing platforms (e.g., Zoom, Teams) for classes and meetings.
- Students will be responsible for appropriate dress while on video, to ensure a distraction free environment

(mute sound as needed) and to ensure their background is neutral for others to view.

- If you have questions or concerns regarding access to a computer or internet resources, please contact your instructor. Additional information available: <https://www.nsc.edu/current-students/student-online-resources/access-to-internet-and-technology>.
- Certain publisher materials may not work on cellphones.

## **Computer Labs**

Computers are available for student use at each campus during campus open hours. Open computer lab availability for Fall 2020 may vary from campus to campus.

Students should check NSCC's [Student Online Resources webpage](#) for current hours of operation.

## **D2L/NS Online and myNSCC**

It is students' responsibility to check D2L/NS Online course shells for all enrolled courses and myNSCC, including student email, on a regular basis. These are the official communication channels between the college and students, who are responsible for the information communicated through those channels. D2L/NS Online contains specific course information and myNSCC contains information important for other purposes.

## **ADA Compliance Statement**

Nashville State complies with the Americans with Disabilities Act (ADA). If you require accommodations for any courses in which you are enrolled, contact the Access Center at (615) 353-3741 or (615) 353-3721, or e-mail [accesscenter@nsc.edu](mailto:accesscenter@nsc.edu). If you are registered with the Access Center and require an alternate format for the textbook and other course materials, please contact the Access Center.

## **Classroom Misconduct**

Nashville State Community College has a zero-tolerance policy for disruptive conduct in the classroom. Students whose behavior disrupts the classroom will be subject to disciplinary measures. Please review the [Nashville State Student Code of Conduct policy](#). Please be aware that children are not allowed in class or to be left unattended on campus.

## **Academic Misconduct**

Any form of academic dishonesty, cheating, plagiarizing, or other academic misconduct is prohibited. Students are responsible for understanding and abiding by the [Academic Misconduct Policy](#) in the Nashville State Student Code of Conduct. In addition to other possible disciplinary measures that may be applied through regular college procedures as a result of academic dishonesty, the instructor has the authority to assign an "F" or a "zero" for the exercise, paper, or examination, or to assign an "F" for the course. Students may appeal through the appropriate college grade appeal procedures.

## **Academic Early Alert System**

Nashville State Community College uses an Early Alert System to let students know of a faculty member's concern in one or more of these academic areas: lack of attendance, lack of classroom participation, late or missing assignments, and/or poor performance on assignments/tests. \*Please note that Early Alerts do not affect a student's academic standing. If you receive an Early Alert email, please see your instructor and your

academic advisor as soon as possible.

## **RAVE Emergency Alert System**

Emergency events can happen at any time, and Nashville State Community College wants to notify students if and when they occur. For this reason, all students have been enrolled in the free RAVE alert system. If you have not already done so, please log in at <https://www.getrave.com/login/nscc> to confirm and update your contact information and notification preferences. It is critical that your information be correct so that you will receive any emergency notifications. Your RAVE Username is your NSCC email address. If you've never received an email from RAVE with your password, or if you need to reset your password, select "Forgot your password?" and a new password will be emailed to you. Should the RAVE system indicate "user not found", select Register and create your own RAVE account.

## **Student Wellness**

- The general well-being of students is an important component of their academic success. With this in mind, Nashville State Community College has several resources available to provide support when needed:
  - Students with general, non-academic questions and concerns about COVID-19 may email [virusinfo@nscc.edu](mailto:virusinfo@nscc.edu).
  - Five free telephone therapy sessions are available via Agape Counseling by calling 615-781-3000.
  - Online tutoring is available via NetTutor within the D2L course shells.
  - A comprehensive list of online student resources may be found at <https://www.nscc.edu/current-students/student-online-resources>
  - A comprehensive list of student support services may be found at <https://www.nscc.edu/current-students/on-campus-resources/student-support-services>

## **Equity Statement**

Nashville State Community College has a relentless commitment to the transformation of our institution through the intentional design of college experiences that expect and promote excellence from students, faculty, staff and administration. We consider equity to be an obligation of higher education. We strive to ensure that each student receives what that student needs to be successful, with goals of success beyond the classroom. We do this through an evidence-based and collaborative effort, understanding that our student population has diverse needs that must be addressed. We recognize that this effort may not always be comfortable and that partnering with students is the driving force to overcome barriers to success.

## **Inclement Weather & Campus Closings**

Nashville State will use the RAVE alert system to send a text message to students, staff, and faculty about adjusted hours of operation and/or closings at individual campuses. All students should check the Nashville State web site home page at [www.nscc.edu](http://www.nscc.edu) for announcements on campus closures, which may vary from campus to campus. Campus closures will also be announced on local television stations. Students should use their own best judgment in determining whether to report to campus during inclement weather when classes are not cancelled.

Even when campuses are closed, students are still responsible for completing all assigned work. When classes are cancelled, faculty will post online assignments and any additional instructions in the D2L/NS Online course

shell. Check D2L/NS Online for a message or a News item from your instructor regarding your online assignment requirements. Faculty have discretion over adjusting deadlines or due date for assignments, but students are responsible for completing all assigned work by the due date established by the instructor.

## **Class Cancellation Policy**

If the class is cancelled, the instructor will notify all students by posting in the D2L/NS Online course, e-mailing through D2L/NS Online, and/or by posting a sign on the classroom door. In the event of class cancellation, students must access D2L/NS Online to complete classwork and the assignment that will be posted in the course D2L site.

## **Communication Statement**

In this time of uncertainty due to COVID-19, communication between student and faculty is key. At times, situations arise for one or both that makes that communication difficult or delayed. This can include but is not limited to health issues and/or problems with technology. If you have attempted to contact your instructor, and have waited the turnaround time as outlined in the syllabus but have not yet received a response, please reach out for additional support using this survey:

<https://forms.gle/rM7rxFarksRFeA3b8>