Alvin Community College
COSC 1418 PASCAL Programming
Traditional Course - Student Information Plan (SIP)

Instructor: T. Magliolo      Office: N116
email address: tmagliolo@alvincollege.edu   Office Telephone: 281-756-3783

Textbook and Computer book

Turbo Pascal, 5th Edition, by Elliot B. Koffman
ISBN: 0-201-51239-4

Requirements, Policies, and Procedures

The student will need a computer with Notepad and Pascal compiler. The student may use the ACC computer labs in N104 or N119. The college labs are open from 8 am to 9 pm on Monday through Thursday.

This traditional course is a student-learning environment. The student must take the initiative to learn the material. The student is required to read the entire textbook and the entire computer book. The student needs to study the boldface words. This Internet course is NOT a self-paced course; there are deadlines that the learner MUST meet.

Since this is a traditional course, it is a requirement for the learner to have Internet experience, such as communicate via email, attachments via email, and access web pages via web page links.

The students need to review the assignment sheet to answer the questions from the textbook/computerbook, to do the computer assignments from the textbook/computerbook. They must email via WEBCT or bring in the answer of the questions on the test dates.

The student needs to access their WebCT account in the first week of classes. The User ID, you type your first name, a period, your last name. Password, you type “alvin”. The user id and password is to be typed in lower case letters. If you can not get into the WEBCT, please contact the instructor as soon as possible by emailing the instructor.

The traditional instructor will give all computer assignments that the student must due at the beginning of the semester. I am responsible for your lab assignment grade. Anything I tell you about lab overrides anything another instructor might tell you about lab assignments. The student needs to email the computer assignments on the due dates.

The learner who signed up for the class is the one taking the class. The learner needs to be the only doing the assignments and taking the tests by him/herself. Do not use books, notes when taking a test. All tests and assignments are not team effort; they must be done only by the learner.

If you have any papers returned, save all your graded papers (at home) until you get your final grade. If a student wants to dispute their grade, the student must produce the actual graded paper that they had returned to them to resolve the dispute.

Saving on USB Flash Drives

You are to save all your developed programs on an SBC flash drive. You are to turn in the USB flash drive at the end of the semester. Label each file with the page number and step number as the identifier.
of the file. Example: p60st6.pas Do not store your computer files on the ACC lab computer (drive C:) hard drive. We do not guarantee the security of files on Drive C. Store your files on your own USB flash drive. **The instructor will ask to take up your USB flash drive at any time during the semester.** I would have a backup copy of the programs on another USB flash drive. Label each USB flash drive with your name and your instructor’s name.

**ACC Computer Lab Internet Usage**

The ACC computer lab is for schoolwork and appropriate Internet connections only. If you miss use, you will lose the privilege of the computer lab usage. These are not your computers so please do not change any settings or backgrounds on the computers.

**Student with Disability**

If you have a disability, PLEASE let me know.

This college will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the policy of ACC to provide reasonable accommodations for qualified individuals who are students with disabilities. It is the student's responsibility to contact the Counseling Center in a timely manner to arrange for appropriate accommodations.

**ATTENDANCE REQUIREMENTS**

Since this is a Traditional Course you must attend class. If you fail to attend class then you need to email me via WebCT to let me know that you are not able to attend class. If you miss four weeks then you will be asked to withdraw from the class. This process affects your participation grade. The learner is responsible to get any missed work, when he/she misses a class.

Save all emails until the final grade is received. When the instructor sends email, please respond back saying that you have received the email.

**ASSIGNMENTS**

Printouts:

Keep a notebook. You will need the following items in the notebook:

- Title Page
- Table on Content
- Divided by chapters
- Programming assignment
  - First 10 lines of the programs should have the following information:
    - Your Name
    - Program Identifier (Question number, Page number, Chapter number)
    - State the computer problem in your own words.
    - Define the variables and constants that you are going to use.

- Pascal code, (Must have comments in the code, if not the highest grade will be a 70.)
- Flowchart
- Outputs
- Any written assignments

Your notebook MUST have your own work. If it has other then your own work in the notebook, then you FAIL the course.
Bring the notebook or email via WEBCT your computer assignments so instructor can review them each time there is a test. The notebook is due on December 6, 2005, prior to the finals week. If you fail to turn it in prior to the FINALS Week, you will make a grade of a 50 on the notebook.

**LAST DATE FOR ASSIGNMENTS**

No tests, assignments, and/or late assignments will be given or accepted after Tuesday, December 6, 2005.

**Extra Credit**

No additional assignments will be assigned for extra credit.

**Quizzes and Tests**

Tests and quizzes are True/False, Multiple-choice, Short answers, and/or Essay. The written and computer parts are done at ACC. All tests, the learner cannot use the computer book. All computer test, you can use the computer book.

**Quizzes.** Turn in the chapter exercises on the assignment sheet will count as a quiz. Do NOT turn in the quizzes in late. Email the answers or turn the answers on the due dates. If a student misses a quiz on the quiz date, then the student receives a zero. You can submit the answers of the questions as a late quiz. If a student enters the class after a quiz has been administered, the student cannot make it up. Finally, the student receives a zero for that quiz that he/she missed. The last quiz cannot be taken after December 6, 2005. The grades of the quiz and late quiz will be averaged together.

**TESTS.** There are assigned dates of test. It is the student’s responsibility to provide time to attend the scheduled test. You can only take a test one time. It must be on the assigned date. After the date, the student will have 10 points penalty for each class day the student does not take the test deducted from the test grade. There will be usually two parts, part one is the written part of the test and part two is the computer part of the test. You will need your TEST diskette for the computer test. After the first test, you will turn the test diskette in to the instructor who will keep for you during the semester.

If you are unable to make the test date then you must call before the test date to make an appointment to take the test during my office hours only. If you have to take the test during another time there can be a 10 points penalty for each class day past the test date. It is the student’s responsibility to provide time to attend the scheduled test.

All exams will take one to two hours, unless the instructor allows extra time for a particular exam. The computer part of a test, you will need to bring the test diskette for each test. And remember you will be asked to turn in the test diskette after the test.

A zero will be given if you do not take the final; there will not be any make-up final.

**Cellular Telephones/Pagers**

All cellular telephones and pagers must be turned off in the classrooms and labs at the college because they are disruptive to the learning environment.
**Plagiarizing**

Any student plagiarizing another student’s work and the student allowing the assignment to be copied are treated as equals. Both grade of zero will be assigned to both. Refer to Item 6 in the Student Code of Conduct in the ACC Student Handbook.

**Grading**

The computer written/skills tests counts 30% of the semester average.
The chapter computer exercises count 15% of the semester average.
The participation grade counts 5% of the semester average.
The computer project counts 20% of the semester average.
The online quizzes count 5% of the semester average.
The Final (written/skills) counts 25% of the semester average.

Average = (Computer written/skills test average * 0.30) + (computer exercises grade * 0.15) + (Participation grade * 0.05) + (Quizzes * 0.05) + (computer project * 0.20) + (Final written/skills * 0.25)

**LAST DATE FOR ASSIGNMENTS.** No tests, assignments, and/or late assignments will be given or accepted after Tuesday, December 6, 2005.

**No curved grades.**

College Bulletin Grade Ranges
100-90 = A, 89-80 = B, 79-70 = C, 69-60 = D, 59-0 = F

**Contact Information**

Email takes 24 hours for reply. My workweek, Fall and Spring semesters, is Monday through Friday. Mail received Friday, is responded to Monday. Summer semesters are Monday through Thursday.

College Address: Alvin Community College, 3110 Mustang Road, Alvin, TX 77511, phone: 281-756-3783.
My email address is tmagliolo@alvincollege.edu

**Office Hours by appointment:**
- 7:00 am – 8:00 am and 10:00 am - 11:00 am on Monday, Wednesday, and Friday.
- 7:00 am – 8:00 am and 11:00 am – 12 noon on Tuesday and Thursday.
Please call or email for an appointment.

**Communication Policy**

The student MUST give a good telephone number and email address to the instructor.

When emailing, use Microsoft Word or a text editor.

When you email please cc a copy to yourself. Save all emails until the final grade is received. When the instructor sends email, please respond back saying that you have received the email.

**Final Exam and Schedule**

<table>
<thead>
<tr>
<th>Internet</th>
<th>Wednesday, N116</th>
<th>December 7, 2005</th>
<th>7:00am – 7:00pm</th>
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</thead>
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The final will take about 2 hours at the ACC campus in N119. When the learner comes take the final, the learner MUST bring his/her photo id. The final is comprehensive test over chapter 1 through chapter 12(not chapter 9) and chapter 15 of the information that was covered in the class during the semester. A zero will be given if you do not take the final; there will not be any make-up final.

Withdrawal Procedure

Student is responsible to withdrawal from the class under any circumstance. Students wishing to withdraw should consult the procedures detailed in the Class Schedule. I would appreciate if you would come by my office and discuss the issue or email me to let me know that you are withdrawing from the class. I would like to know why you are withdrawing. The last day to withdrawal is Friday, November 11, 2005.

Incomplete Request

You must not request an Incomplete in the course if you have more than one assignment or test to make up. You must also have a very good reason to request an Incomplete. Remember if you fail to complete the assignments for the incomplete in the following semester from the semester you are in class, the "I" is automatically converted to an "F". I just want to repeat: An "I" may be awarded when the instructor determines that minimal work on the part of the student and the instructor will complete the course requirements. An "I" grade not changed by the instructor to a grade of completion (A, B, C, D, or F) by the end of the following semester will automatically be changed to an "F".

Date: 1-11-2005
Internet Section
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email: http://webct.alvin.cc.tx.us