Course Info

Course Number: CS 101 (5 Credit Hours)
Course Title: Technology & Computer Science
Section: 3459 OAS
Term: Fall Quarter 2021
Instructor: Art Lovestedt – art.lovestedt@bellevuecollege.edu
Office Hours: 11:00 AM – 12:00 PM; MW (virtual; please contact)

Course Outcomes

After completing this class, students should be able to:

- Identify standard human-computer interfaces using industry standard terminology.
- Describe network components of computers and associated storage systems.
- Effectively search the Internet and use information to create a basic html web page.
- Describe similarities and differences between binary and decimal systems.
- Provide a descriptive algorithm for solving a problem.
- Identify digital versus analog representations of pictures and sounds.
- Identify and explain common spreadsheet functions and capabilities.
- Identify and explain common database management functions and capabilities
- Explain what a program is, and how a program is produced.

How Outcomes Will Be Met

OK, so you have likely been using a computer and some sort of technology for much of your life . . . we are surrounded by technology, from ATM machines to credit card terminals; laptops, tablets and smartphones to car navigation systems. The medical community is always getting new equipment to do amazing things while our armed forces use satellites and unmanned airplanes around the globe. This class will give you a look under the hood at how these technologies work and hopefully give students a better understanding of how to choose technology products and how to better use technology in your careers. We have a combination of readings, labs, quizzes, videos and lectures to help students reach the course outcomes. For some of you, this will be enough! Others will choose to take additional CS courses and even move on to careers in technology. Either way - enjoy the course!

Required Textbook & Software

We are not using a textbook for this course. However, students are expected to have a recent version of Microsoft Office (either installed on your personal computer, or available on a computer you may use throughout the quarter). Please note that Bellevue College computer labs have the latest versions of Microsoft Office installed for students to use.

Learning Atmosphere / Course Structure and Expectations

Online courses differ from traditional classroom courses in that we lack visual real-time communication but benefit from a slightly more flexible schedule. To ensure successfully achieving the goals of this course, we use several teaching/learning methods:

- Quizzes
- Online Presentations and/or links to resources
- Labs and Assignments

My role as the instructor is to:

- Help students succeed in this course;
- Share my knowledge and experiences to help expand on concepts discussed in the course;
- Provide timely feedback to students;
- Moderate discussions and challenge students to further their knowledge; and
- Evaluate and grade students.

As a student in this course, I expect you to:

- Work hard to achieve the goals of the course;
- Actively contribute to any discussions;
- Share your thoughts, knowledge and experiences;
- Cooperate and collaborate with other students; and
- Provide feedback to me throughout the course.

While online courses can be more convenient than traditional classroom courses, they are not "easier". To be successful, you must participate regularly and spend significant time studying. I can tell you from experience (having previously taken online courses) that it takes discipline, patience and thoughtful planning to be successful. That said, the true benefit of the online portion of this course is a more flexible schedule; something that can be quite beneficial to those that have other responsibilities during the typical classroom course times. Should you struggle with time management or study habits during the quarter, please don't hesitate to contact me. The sooner we can address the problem, the easier it will be to achieve your goals for the course!

Course Schedule

Our Canvas site is broken up into five modules. Each module will become available on a Sunday and last 1 to 2 weeks. Each module contains groupings of reading, resources, assignments and quizzes. Make sure you are checking into our Canvas site daily and pay close attention to due dates!

It is extremely important that students do not fall behind, as we move rapidly and it can be tough to catch up. However, I also don't want students getting too far ahead, as it is important to pace ourselves. **Assignments, Quizzes and Labs are due on Saturdays by 11:59 PM.**

Quizzes

There will be several quizzes contained within each module. Quizzes are timed at 60 minutes; that timer is just meant to encourage you to work on studying, browsing, and doing homework in advance. Of course, you can also search online for answers during a Quiz, but that time is limited, so you must know something about the material in advance. There is no timer on other posted items and links, so study those as needed first.

Assignments / Labs

No timer on these, but they DO have a deadline, so you need to work on them in advance as they become available. I must download, review, process, and score each one individually, so due dates are strictly enforced. I try to keep the class moving along together, so current Discussions and Announcements will be relevant for all, thus future Modules (and their corresponding assignments, quizzes and resources) are not available right away.

Late Work

Late work will not be accepted unless an arrangement is made and approved **PRIOR** to the due date. Students have adequate notice on all assignment due dates (see "Syllabus" section in Canvas).

Student Code of Conduct and Academic Integrity

Cheating, stealing, and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to, talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Success for investigation. Specific student rights, responsibilities, and appeal procedures are listed in the Student Code of Conduct at
https://www.bellevuecollege.edu/policies/id-2050/

While students can work together on assignments and labs, it is expected that each student turns in their own work. Also, students can study together for quizzes and the final exam, but the actual quizzes and exam must be taken independently.

Grading

Final grades are determined by taking the total points earned and dividing by the total possible points for the course. Based on the final grade percentage, here are the corresponding letter grades:

Final Grades:					
Grade	%	Grade Points	Grade	%	Grade Points
A	93+%	4.0	C+	77-79%	2.3
A-	90-92%	3.7	C	73-76%	2.0
B+	87-89%	3.3	C-	70-72%	1.7
B	83-86%	3.0	D+	67-69%	1.3
B-	80-82%	2.7	D	60-66%	1.0
			F	< 60%	0.0

Bellevue College E-mail and Access to MyBC

All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to *My*BC (https://www.bellevuecollege.edu/mybc/). To create your account, go to:
https://www2.bellevuecollege.edu/netid/default.aspx

BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations and more information here:
https://bellevuecollege.teamdynamix.com/TDClient/KB/?CategoryID=4524

Disability Resource Center

The Disability Resource Center serves students with a wide array of learning challenges and disabilities. If you are a student who has a disability or learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact us as soon as possible.

If you are a person who requires assistance in case of an emergency situation, such as a fire, earthquake, etc., please meet with your individual instructors to develop a safety plan within the first week of the quarter.

If you are a student with a documented autism spectrum disorder, there is an additional access program available to you. Contact asn@bellevuecollege.edu or 425.564.2764. ASN is located in the Library Media Center in D125. www.bellevuecollege.edu/autismspectrumnavigators/

The DRC office is located in B132 or you can call our reception desk at 425.564.2498. Deaf students can reach us by video phone at 425-440-2025 or by TTY at 425-564-4110. Please visit our website for application information into our program and other helpful links at www.bellevuecollege.edu/drc

Public Safety

Public Safety is located in the K building and can be reached at **425-564-2400** (easy to remember because it's the only office on campus open 24 hours a day—2400). Among other things, Public Safety serves as our Parking Permits, Lost and Found, and Emergency Notification center. Please ensure you are signed up to receive alerts through our campus alerting system by registering at http://www.bellevuecollege.edu/alerts/?ref=footer

If you work late and are uneasy about going to your car, Public Safety will escort you to your vehicle. To coordinate this, please phone ahead and let Public Safety know when and where you will need an escort.

Please familiarize yourself with the emergency postings by the door of every classroom and know where to go in the event of an evacuation. Your instructor will be asked if anyone might still be in the building, so check in before you do anything else. Emergency responders will search for anyone unaccounted for.

If a major emergency occurs, please follow these two rules:

- **Take directions from those in charge of the response** - We all need to be working together.
- **Do not get in your car and leave campus (unless directed to)** - Doing so will clog streets and prevent emergency vehicles from entering the scene. Instead, follow directions from those in charge.

Please do not hesitate to call Public Safety if you feel safety questions or concerns at any time.

Academic Calendar

The Bellevue College Academic Calendar is separated into two calendars. They provide information about holidays, closures and important enrollment dates such as the finals schedule.

- Enrollment Calendar - **http://bellevuecollege.edu/enrollment/calendar/deadlines/**. On this calendar you will find admissions and registration dates and important dates for withdrawing and receiving tuition refunds.
- College Calendar - **http://bellevuecollege.edu/enrollment/calendar/holidays/**. This calendar gives you the year at a glance and includes college holidays, scheduled closures, quarter end

and start dates, and final exam dates.

Reasonable Accommodations for Reasons of Faith and Conscience

Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the course to the office of the Associate Vice President of Student Affairs (see Bellevue College Policy 2950). In the event you feel you are being discriminated against based on faith or conscious, you may refer to the procedures outlined in the college's Discrimination, Harassment and Retaliation Policy (1440P).

- Students will apply for accommodations through Office of the Associate Vice President of Student Affairs during the first two weeks of the quarter.

- In a manner similar to the DRC, if the Student Affairs AVP approves the accommodation, they will then inform, support and work with the faculty member to accommodate the requested days. That may include an alternate test day, or extended deadlines/alternate assignments for work completed during class time.