## Instructor

Joshua N. Jensen  
Office: TE 110B  
Phone: 801-626-7753  
Email: IAmCaptainCode@gmail.com (Preferred. Please allow 1-2 business days for a response.)  
joshuajensen1@weber.edu (Slow)

**Do not send me messages in canvas. I will not see them.**

Office Hours: Monday / Wednesday: 9:30 AM - 11:30 AM, Thursdays: 11:20 AM - 12:20 PM. Other times by appointment only.

## Classroom

Online

## Time/Date

There will be no formal meetings of the class. Progress reports should be submitted via canvas in the Assignment section.

## Textbook

N/A

## Class Description

To provide CS majors with the opportunity to use their academic experience in the workplace. The student does not necessarily have to be employed by a computer related organization to qualify for this course, as long as the student is using computer related skills in the performance of their duties.

## Class Format

1 Credit hour = 5 hours per week  
2 Credit hours = 10 hours per week  
3 Credit hours = 15 hours per week  
4 Credit hours = 20 hours per week

## Objectives

Dependent upon employment

## Assignments

Classes will consist of regular progress reports filled out by you, and one by your boss.

Write all reports using a word processor. A portion of the grade for the course will depend on your (and your supervisor's) promptness in sending me these reports. The reports must arrive in my office on or before the due date.

You will be graded on the completeness of the 4 progress reports, including the content, grammar and neatness. How well you met your work objectives and your supervisor's evaluation (a short evaluation form, provided to the supervisor at the end of the semester) will comprise a major part of the grade. The supervisor's evaluation will be sent directly from him/her to me. **No hand-written reports will be accepted except the employer evaluation.**

There will be no formal meetings of the class.

## Evaluation

The instructor will monitor the student's progress. Each progress report is graded based on grammar, spelling and timeliness. Your supervisor will also submit their evaluation of your work.

<table>
<thead>
<tr>
<th>Work Description</th>
<th>10%</th>
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</thead>
<tbody>
<tr>
<td>Progress Report #1</td>
<td>15%</td>
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</table>
Progress Report #2 – 15%
Progress Report #3 – 15%
Progress Report #4 – 15%
Supervisor’s Evaluation – 30%

Grading Standards

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>100-94</td>
</tr>
<tr>
<td>A-</td>
<td>93-90</td>
</tr>
<tr>
<td>B+</td>
<td>89-87</td>
</tr>
<tr>
<td>B</td>
<td>86-84</td>
</tr>
<tr>
<td>B-</td>
<td>83-80</td>
</tr>
<tr>
<td>C</td>
<td>79-77</td>
</tr>
<tr>
<td>C+</td>
<td>76-70</td>
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<tr>
<td>D+</td>
<td>69-67</td>
</tr>
<tr>
<td>D</td>
<td>66-64</td>
</tr>
<tr>
<td>D-</td>
<td>63-60</td>
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<tr>
<td>E</td>
<td>59 or below</td>
</tr>
</tbody>
</table>

Allocated Time

You should anticipate spending two to three hours of study per week for each credit hour of a university course. Computer and programming classes typically require time in the upper range.

Late Policy:

It is your responsibility to make sure that you meet the schedule of this course. Late reports will be penalized according to the following schedule:

- < 1 week late = 25%
- < 2 weeks late = 50%
- < 3 weeks late = 75%
- > 3 weeks = 100%

Exceptions to this policy will only be granted in extreme circumstances, and must be arranged prior to the due date.

THE “I REALLY, REALLY NEED TO GET A C” POLICY

The most effective method for obtaining a C or above in this class is to submit assignments when they are due and to stay current with course topics. The curriculum is carefully designed to fit the number of course weeks. In order to uphold academic rigor and integrity, student grades must be based on the degree to which the course requirements listed in the syllabus are fulfilled. Extra credit assignments are not allowed. If you approach me anytime during the term claiming that special allowance should be made because you need a C to move forward in the program, graduate, receive financial aid, etc., I will decline your request and refer you to this clearly worded policy.

Cheating:

I have zero tolerance for cheating, and it will not be tolerated under any circumstance. Students are expected to maintain academic ethics and integrity in regard to performing their own work. The WSU Student Code clarifies cheating. Cheating, which includes but is not limited to:

1. Copying from another student’s test paper;
2. Using materials during a test not authorized by the person giving the test;
3. Collaborating with any other person during a test without authority;
4. Knowingly obtaining, using, buying, selling, transporting, or soliciting in whole or in part the contents of any test, without authorization of the appropriate official;
5. Bribing any other person to obtain any test;
6. Soliciting or receiving unauthorized information about any test;
7. Substituting for another student or permitting any other person to substitute for oneself to take a test;
8. Plagiarism, which is the unacknowledged (uncited) use of any other person of group’s ideas or work. This includes purchased or borrowed papers;
9. Collusion, which is the unauthorized collaboration with another person in preparing work offered for credit;
10. Falsification, which is the intentional and unauthorized altering or inventing of any information of citation in an academic exercise, activity, or record-keeping process;
11. Giving, selling or receiving unauthorized course or test information;
12. Using any unauthorized resource or aid in the preparation or completion of any course work, exercise or activity;
13. Infringing on the copyright law of the United States which prohibits the making of reproductions of copyrighted material except under certain specified conditions;

CS Department policy dictates that any verifiable evidence of student academic cheating, as defined and determined by the instructor, will result in: 1) an automatic failing grade for the class and 2) a report to the Dean of Students that will include the student's name and a description of the student's dishonest conduct.

The University affords you certain rights, including the right to challenge the accusation of cheating. The Dean of Students will explain these rights to you if you are accused of cheating.

**Turnitin.com**

WSU subscribes to TurnItIn.com, an electronic service that verifies the originality of student work. Enrollment in this course may require you to submit some or all of your assignments to it this semester, and documents submitted to TurnItIn.com are retained, anonymously, in their databases. Continued enrollment in this course constitutes an understanding of and agreement with this policy.

**Course Fees:**

Course fees for the Computer Science major are designed to cover the costs of lab equipment maintenance and replacement including desktop and server computer systems and software; consumable materials and supplies; and support for lab aides, student tutors, and online instructional resources.
## Assignments Summary:

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sun Sep 4, 2016</td>
<td>Job Description</td>
</tr>
<tr>
<td>Sun Sep 25, 2016</td>
<td>Progress Report #1</td>
</tr>
<tr>
<td>Sun Oct 16, 2016</td>
<td>Progress Report #2</td>
</tr>
<tr>
<td>Sun Nov 13, 2016</td>
<td>Progress Report #3</td>
</tr>
<tr>
<td>Sun Dec 4, 2016</td>
<td>Progress Report #4</td>
</tr>
<tr>
<td>Mon Dec 12, 2016</td>
<td>Final Employer Evaluation</td>
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