COURSE SYLLABUS

COURSE TITLE: Computing Logic
NUMBER/SECTION: CINS 137 – 30F
CRN: 33066

CONTACT INFORMATION

Instructor:

First Name: JESSE GLESSNER

Phone Number: 765-348-0344

Email (Ivy Tech Email): **jglessner@ivytech.edu** (Preferred contact method).

Office/Campus Location: Marion Campus – Adjunct Area

Office Hours: None, however, I am usually in the classroom approximately ½ before classes start and can stay after class if necessary. Otherwise, you can make an appointment for a mutual time to meet.

Instructor's Supervisor:

First Name: Phil Moorhead

Phone Number: 765-651-3100 - Ext. 3417

Email (Ivy Tech Email): pmoorhea@ivytech.edu

Office/Campus Location: Marion Campus - Room #218-O

Office Hours: Check schedule on door.

Most technical issues can be solved with a quick phone call. If you need technical help with Campus Connect, Blackboard, or email, contact Ivy Line at 1-888-IVY-LINE (1-888-489-5463) and select option 4.

Online Learning Support:

First Name: Cindy

Last Name: Barr

Phone Number: 765-289-2291 x1465

Email (Ivy Tech Email): cbarr@ivytech.edu

Pronto ID: cbarr-bb

Office/Campus Location: 4301 South Cowan Rd, Muncie, SIC 222A

Office Hours: Monday – Friday, noon to 5:00 pm or by appointment

DISABILITIES SERVICES:

First Name: Larry

Last Name: Scott

Phone Number: 765-289-2291 ext 1388

Email (Ivy Tech Email): lscott85@ivytech.edu

Pronto ID: lscott85

Office/Campus Location: 4301 South Cowan Rd, Muncie, SIC 121B

Office Hours: By Appointment

COURSE OUTLINE OF RECORD

COURSE TITLE: Visual Basic Programming
COURSE NUMBER: CINS 137
PREREQUISITES: CINS113, Logic, Design, and Programming
SCHOOL: Business
PROGRAM: Computer Information Systems
CREDIT HOURS: 3
CONTACT HOURS: Lecture 3
DATE OF LAST REVISION: Fall, 2013
REVISION EFFECTIVE DATE: Fall, 2013

CATALOG DESCRIPTION: CATALOG DESCRIPTION: This course will provide a basic understanding of the fundamental concepts involved when using a member of a Windows programming development language. The emphasis is on logical program design using a modular approach involving task oriented program functions. Visual Basic applications are built by selecting forms and controls, assigning properties, and writing code.

MAJOR COURSE LEARNING OBJECTIVES: Upon successful completion of this course the student will be expected to:

1. Describe the process of visual program design and development.
2. Explain the concepts of objects, properties, and methods.
3. Describe the various files that make up a Visual Basic project.
4. Use text boxes, frames, check boxes, option buttons, images, shapes, and lines effectively.
5. Distinguish between variables, constants, and controls.
6. Explain the use of various data types.
7. Apply naming conventions that indicate scope and data type.
8. Format values for output using the formatting functions.
9. Call event procedures from other procedures.
10. Evaluate conditions using the relational operators.
11. Create projects with multiple forms.
12. Setup and use control arrays.
13. Create executable files.
14. Test and debug Visual Basic projects.

COURSE CONTENT: Topical areas of study include:

Topical areas of study include –
The Visual Basic Environment Working with controls
Writing code Designing applications
Building user interfaces Testing and debugging
Variables and constants Calculations
Data formatting if and Nested If statements
Ivy Tech Community College 1 CINS 137
Academic Affairs (old CIS 232)
Case statement calling event procedures

Message Boxes Input validation
Application documentation Repetition structure
Control Arrays Functions

REQUIRED TEXT & MATERIALS

Title: **Visual Basic 2012: How To Program**

Author: **Paul Dietel, Havey Dietel, and Abbey Dietel**

Edition: **Sixth Edition**

Publisher: Pearson
ISBN-13: **978-0-13-340695-5**
ISBN-10 **0-13-340695-4**
Bar Code: 9 780133406955

NOTE: This book has a disk attached for Visual Studio Express for Windows desktop

Other materials, such as YouTube videos and online tutorials, will be listed in Blackboard and are free of charge.

A Flash Drive is required in the course to save your files. Also, you should have pens/pencils and a notebook to take notes.

How to Order Textbook/Materials

IF in a face-to-face course order from your campus bookstore where the course is being taught. On-line orders apply, otherwise, for ANY on-line courses you are taking.

All books and materials for on-line courses, unless otherwise noted, should be purchased from the Ivy Tech online bookstore. To order the texts required for this class or any other course, go to http://www.ivytech.bkstr.com. Students can order all books and materials for all courses from this site – regardless of whether it is an online or on-campus course.

In the future, it is advised that students order textbooks and materials *before* the start of the semester. Students should use a copy of their course schedule to accurately order books and materials. Course schedules can be printed from Campus Connect by logging in at http://cc.ivytech.edu.

Students who live in Indiana and surrounding states will normally receive their book order within one day from the time the book is shipped from the warehouse. Paying for overnight shipping on textbook orders from the bookstore is normally not a good use of money as it does not ensure overnight processing of the order – it only ensures that once the book order has been processed, it will be shipped out overnight.

Technology Needs & Resources

Because this is a web-based course, it is expected that all students who enroll in the course have Internet access and a basic understanding of computer use (e.g., using e-mail, sending attachments via e-mail, using web browsers, using word processing software such as Microsoft Word). Also, it is expected that all students will regularly check their Ivy Tech e-mail accounts (located in Campus

Connect) and/or Blackboard messages as indicated below. Within 48 hours is recommended. This is the PRIMARY method that the college will utilize to contact students.

Visit the Distance Learning Web site at: http://www.ivytech.edu/distance/ for more information related to technology requirements for online courses. Check with the nearest campus bookstore.

USB drive: You must have a safe place to keep all files you create for this class. A USB/flash drive is recommended. You also need a secondary place to store files. Many students back up their work on their home hard drive or off line through their service provider. Whichever you chose, make sure you have both a USB/flash drive and a secondary source for backing up your work.

Headphones or earbuds: The textbook includes videos and PowerPoints. You MUST bring your own headsets or other listening device with you when you come to campus to use any computer or for tutoring.

Visit the Distance Learning Web site at: http://www.ivytech.edu/online/ for more information related to technology requirements for online courses. Check with the nearest campus bookstore for educational pricing if additional software is required for this course.

Most technical issues can be solved with a quick phone call. If you need technical help with Campus Connect, Blackboard, or email, contact Ivy Line at 1-888-IVY-LINE (1-888-489-5463) and select option 4.

Late Work:
The work is due at 11:55PM the last day of the current session. If you want to turn in late work, the instructor must approve of it ahead of time. Also, see the rubrics section for additional information on the late policy for this class.
Certification:
In classes that have a certification, you have 25-days of the end of the SEMESTER to take the certification for credit in the class and send the results to your instructor. This class does NOT have a certification associated with it.

COLLEGE POLICIES

Academic Honesty Statement

The College is committed to academic integrity in all its practices. The faculty value intellectual integrity and a high standard of academic conduct. Activities that violate academic integrity undermine the quality and diminish the value of educational achievement.

Cheating on papers, tests, or other academic works is a violation of College rules. No student shall engage in behavior that, in the judgment of the instructor of the class, may be construed as cheating. This may include, but is not limited to, plagiarism or other forms of academic dishonesty such as the acquisition without permission of tests or other academic materials and/or distribution of these materials and other academic work. This includes students who aid and abet as well as those who attempt such behavior.

Copyright Statement

Students shall adhere to the laws governing the use of copyrighted materials. They must insure that their activities comply with fair use and in no way infringe on the copyright or other proprietary rights of others and that the materials used and developed at Ivy Tech Community College contain nothing unlawful, unethical, or libelous and do not constitute any violation of any right of privacy.

ADA Statement

Ivy Tech Community College seeks to provide reasonable accommodations for qualified individuals with documented disabilities. If students need an accommodation because of a documented disability, please contact the Office of Disability Support Services.

COURSE POLICIES & PROCEDURES

Due Dates & Deadlines

The Syllabus and Course Calendar are two important tools to help students understand the course, student and instructor expectations, and deadlines. Both documents can be found under the "Start Here" button in the course within Blackboard.

Students are required to submit work on time for a chance to receive credit. **Deadlines for each week/assignment are summarized on the course calendar.** Students should check the calendar frequently for deadlines and to be aware of what to expect next. Deadlines are subject to change.

Students are responsible for timely assignment submission. Should a computer system or network go down, students must still turn in work in a timely manner. Don't wait until the last minute. Plan ahead by seeking alternative means for submitting work before needed. Local libraries and all Ivy Tech Community College campuses can serve as alternative resources. Contact the closest/most convenient campus or other public lab for schedules and Internet availability. Not having access to the required software on a home or work computer is **not** a legitimate excuse for turning in homework late.

Attendance Policy – Don't Get Dropped from Class!

Faculty deadline to submit NW's (No Shows) is September 03, 2013.

While it is important to be timely and on-schedule throughout any course, students need to be aware of an important college policy. Ivy Tech performs administrative drops for students who do not "attend" class early in the semester. Attendance in an online course is determined by whether a student has submitted work or not. Assignments may actually be due on another day (see course calendar), but *students need to turn in something worth points before the NW deadline in order to avoid being dropped for non-attendance.*

To avoid being dropped for non-attendance, students must submit *some* assignment from the course calendar no later than 8:30 AM, September 03, 2013 - Eastern Standard Time.

Instructors are also required, by policy, to report attendance at the conclusion of 60% of the course. That date is October 28, 2013. This may affect your financial standing if you have NOT been attending classes.

Am I Required to Come to a Campus for this Class?

No, students do not have to come to campus for this course. There are no activities, labs, or assessments that require students to come to campus.

Instructional Method

This is an online distance-learning course. Each week's assignments and readings are summarized on the Course Calendar, accessed from the "Start Here" button in Blackboard. It takes a great deal of

discipline, self-motivation and effective time management skills to successfully complete an online course. Many students find it helpful to set aside specific times each week to work on course assignments.

Grades

All grades will be maintained in Blackboard's online grade book. Students are responsible to track their progress by referring to the online grade book. Students can generally expect to receive grades and feedback within seven days of the assignment due date. If exceptions occur, the instructor may notify students of changes to this expectation.

Make-Up Policy

Late assignments will be assigned a grade of "0" unless a student has received prior approval from the professor. If a student has a problem or scheduling conflict that prevents the student from submitting an assignment on time, the student should contact the professor immediately. The professor will determine if the seriousness of the problem warrants an extension on the assignment. Unless absolutely unavoidable, students need to contact their instructor before missing the deadline – not after. Instructors have the right to decline accepting work for any credit after a deadline passes with a few specific exceptions, including but not limited to:

- If there is an outage of the Blackboard system that is verified by central system administrators, instructors will provide an extension for students to submit work at no penalty.

- If the student has documentation of serious illness or death of a family member, instructors will work with the student to determine an alternate deadline.

Last Day to Withdraw

If a student wishes to withdraw from this course, students are responsible for completing an official withdrawal form with the registrar. Your local registrar contact information can be looked up using the link in the HELP button in your course in Blackboard. The last day to withdraw from this course is November 09, 2013

Right of Revision

The college reserves the right to change any statements, policies or scheduling as necessary. Students will be informed promptly of any and all changes.

COURSE COMMUNICATION

Instructor Commitment

Ivy Tech Community College instructors are committed to responding to students within 36 hours, including weekends. If a student sends communication, but does not receive a response, they should double-check that the correct communication method was used and that the correct location is being checked for a reply. Students can contact their local Online Technologies Support with questions (http://ivytech.edu/online/contacts.html).

Email: all students must use the email function of the course for course-related communications. Students can send email from within the course in Blackboard, but will not receive responses inside the course. All emails are received in the Campus Connect email system. Students can also use the Campus Connect email system to send email.

To access email from within the course:

1. Log into Blackboard & enter the course.
2. Click on 'Communication & Tools', then send email.
3. Please DO NOT use the MESSAGES feature inside Communication & Tools.
4. Select "All Instructor Users" to email the instructor.
5. To send an email to another member of the class, choose Select Users and choose the name(s) from the list. Use the right-facing arrow to move the person into the "recipient" box.

To access Campus Connect, go to: http://cc.ivytech.edu.

Online Communication Etiquette: Students are expected to uphold their responsibilities in terms of appropriate and professional communication with faculty and peers. Please review the 'Students Rights and Responsibilities' section of the student handbook and review common netiquette (Internet etiquette) practices, like those found at: http://www.albion.com/netiquette/.

ASSIGNMENTS & GRADING

Homework Assignments

Most homework assignments will consist of problems from the textbook. You will need to work the problem, and then select the correct answer to the question in Blackboard. Homework assignments are automatically graded. You can save your assignment and return to it later. You will have an unlimited amount of time to complete the homework assignments, as long as they are completed by the deadline. (The answers to the even-numbered problems are given to you, and it is suggested that you do all of those and check your answers. The homework assignments will include the odd-numbered problems.)

Quiz Requirements

The quizzes cover the concepts discussed in the course, and are open-book. Each chapter quiz consists of 15 multiple-choice questions, and you will have 30 minutes to complete the quiz. The quizzes will be automatically graded.

Discussion Boards

Discussion Boards Assignments are due during the time frame designated for the discussion period. Late discussion board postings will not be accepted. Generally, your initial posting is due by THURSDAY night of the week, and your replies to other students are due by SUNDAY night.

Proper grammar and punctuation will be assumed as basic skills previously learned. Spell checkers and grammar checkers are available in the Microsoft Office application software.

How is my grade calculated?

Your grade in this course is determined by the following criteria:

Points Possible	Graded Assignments
300	Discussion Boards 15 ea @ 20 pts each
280	Projects
100	Mid-Term Project
80	Syllabus Quizzes – 16 @ 5 pts each
100	Term Paper
100	Final Project
Total Points 1000	

*NO make-up or extra credit will be available at any time during the course.

Grading Scale

90% - 100%	A	900 – 1000 points
80% - 89%	B	800 – 899 points
70% - 79%	C	700 – 799 points
60% - 69%	D	600 – 699 points
Below 60%	F	0 – 599 points

ADDITIONAL SUPPORT

Optional Campus Support
Students are welcome to use the services and equipment available at the most convenient Ivy Tech Campus. Services include academic advising, equipment, libraries, and tutoring. Please locate the most convenient Ivy Tech campus by reviewing the information at

Library
The Ivy Tech Library is available to students on- and off-campus, offering full text journals, books, and other resources essential for course assignments. The Library can be accessed from the "Library" tab in Blackboard or from the "Library" tab in Campus Connect.

Click for Help
Log into Blackboard at http://online.ivytech.edu and visit the "Click for Help" tab for information about computer downloads. This tab provides students with important computer information, including security software, viewer software for users without Microsoft products, Adobe Reader, Flash player, Java, and more.

Disabilities Services
Students with questions or needs for disabilities support services should contact their local Disabilities Support Services director/coordinator. In the future, it is recommended that students contact Disabilities Support Services at least 30 days before the start of the semester. *The contact information listed here is for the disabilities support director/coordinator at the instructor's local campus.* For information about disabilities support services at another campus, please visit: http://ivytech.edu/dss/ or Campus Connect (http://cc.ivytech.edu). SEE CONTACT INFO ON FIRST PAGE OF SYLLABUS.

The Course Calendar is a good way to stay on top of course due dates. Refer to it often.
All weeks begin Sunday at 12:00 a.m. and end the following Sunday at 11:55 p.m.
Discussion boards will have an additional Wednesday deadline.
All work must be submitted by 11:55 p.m. on the posted due date in the course calendar.
All times are Eastern Standard Time.

SCHEDULE OF ACTIVITIES

*Schedule of activities is subject to change

CALENDAR WEEK	SESSION NUMBER	AVAILABLE THURSDAY EVENINGS 6:00 PM	DUE DATE	TOPICS	DISCUSS	NOTES
01	01	08/19	08/26	Intro to Computers, the Internet, and Visual Basic		
02	02	08/26	09/09	Dive Into Visual Studio Express 2012 for Windows Desktop AND Appendices A & B		
NO CLASS SEPTEMBER 02 - LABOR DAY - ONE DAY ONLY!						
03	03	09/09	09/16	Introduction to Visual Basic Programming Appendix C		
04	04	09/16	09/23	Introduction to Problem Solving and Control Statements AND Appendices D & E		
05	05	09/23	09/30	Problem Solving and Control Statements Part 2 AND Appendix F		
06	06	09/30	10/07	Methods		
07	07	10/07	10/14	Arrays		
08	08	10/14	10/21	Files		
09	09	10/21	10/28	Object-Oriented Programming: Classes and Objects		
10	10	10/28	11/04	Object-Oriented Programming: Inheritance and Polymorphism		
11	11	11/04	11/11	Introduction to LINQ		
12	12	11/11	11/18	Databases and LINQ		
13	13	11/18	11/25	Web App Development with ASP.NET		
FALL BREAK - THANKSGIVING - NOVEMBER 26 TO DECEMBER 01 - ONLY						
14	14	11/25	12/02	Windows Forms GUI: A Deeper Look		
15	15	12/02	12/09	Graphics and Multimedia		
16	16	12/09	12/13	Finals WEEK: Term Paper & Final Exam Due		
This on-line class has been put on the Labor Day OFF cycle, so, watch the Fall Break as you will be ON for that week. Days OFF for Fall Break are Tuesday through Sunday!						

All submissions must be completed no later than Noon on Tuesday, December 10, 2013.