COMPUTER ORGANISATION (*ESTRUCTURA DE COMPURADORES*) Norms and Recommendations

Computer Organisation (*Estructura de Computadores*, ETC) is a 9-credit compulsory subject given during the second course of the Degree in Informatics Engineering (*Grado de Ingeniería Informática*). The document ***Guía Docente***, (available in PoliformaT) gives the subject's goals and competences, as well as its description, list of units, and evaluation policy. This document gives the subject's norms and some recommendations.

Subject's Methodology and Participation Requirements

Following the general recommendations for Degree studies, the subject's methodology is based on the student's autonomous and continuous work, and participation at the scheduled activities, including presence at the classroom and laboratory, and timely delivery of proposed tasks. This requires autonomous and continuous work, which in turn implies an active attitude and continued effort on the student's side and during the whole term. The subject is therefore evaluated (and marked) continuously, in terms of classroom, laboratory and *home* activities.

Presence at the classroom and laboratory is an obligation for students – this is especially relevant considering that the cost of studies is 90% financed by public resources. Although there will not be presence control at classroom sessions, following recommendations from ETSINF there will be signature sheets available at the classroom so that presence can be later justified. This can be useful only in cases of voiding registration due to high absence levels, according to ETSINF norm (Article 13, item 8 of NRAEA).

There will however be a presence control for lab sessions, given that there is a minimum attendance required in this part of the subject (75%) in order to apply for evaluation of lab sessions.

- **Classroom sessions**:
  - They serve as a learning activity in which the subject's related concepts are presented and exercised via an interaction between students and professor. The degree of learning can be evaluated via task assignments to be completed by students, and written exams.
  - There will be between 54 and 56 classroom sessions during this course, one hour each.

- **Lab sessions**:
  - These sessions further complete and extend the work developed at the classroom. Lab sessions are therefore an essential complement to classroom sessions and hence to the achievement of the subject's learning goals.
  - There are 20 lab sessions scheduled, approximately 10 per term, each of 90 minutes.
  - Lab sessions will begin on the week of 17 September, according to the lab schedule available in PoliformaT. Check out the schedule to find the days with scheduled lab sessions for your group.
  - Punctuality is essential also in lab sessions. There will be no admittance in the lab after 10 minutes past the scheduled start of the session.

- Lab sessions can be done individually or in groups of two students, depending on your preferences but also on the number of computers available in the lab.
- **Students must prepare each lab session in advance,** which means reading and understanding the session materials. The goal of this preparation work is to have a clear idea about the problems you need to solve and, in case you have difficulties, identify them and start to work to solve them in advance, and not during the limited time of a lab session.
- **There will be no resit lab exams or sessions.**

Evaluation

Evaluation of the subject will take the following aspects into account, each weighted as indicated:

- **Written exams (60%)**. There will be two partial exams with two corresponding resit sessions. These exams are scheduled as follows:
  - **1st term exam**: 7 January 2019 (50%) (Units 1 to 5)
    - Resit for the 1st term exam: 4 February 2019
  - **2nd term exam**: 4 June 2019 (50%) (Units 6 to 10)
    - Resit for the 2nd term exam: 14 June 2018

- **Lab sessions (25%):** There will be four lab exam sessions. The global lab mark will be calculated according to these four exam sessions. Additionally, there is a **requirement to have attended at least 75% of the lab sessions**. For each lab exam, this means attending at least:
  - 3 full sessions (among sessions 1 to 4) for the 1st lab exam
  - 2 full sessions (among sessions 5 to 7) for the 2nd lab exam
    This second lab exam will count 7 points out of 10. The remaining 3 points correspond to *session 8*, a special session planned as a PoliformaT task, not at the lab. This session will propose exercises about configuration of memory modules.
  - 2 full sessions (among sessions 9 to 11) for the 3rd lab exam.
  - 3 full sessions (among sessions 12 to 15) for the 4th lab exam.

  The lab activity number 16, about magnetic disks, will be evaluated via a PoliformaT task and also as a part of the 2nd term exam.

- **Continuous, autonomous work (15%):** This part can be evaluated in various ways, such as exercise solving, questionnaires, student's attitude and degree of participation at the classroom, etc. One third of this mark (5%) corresponds to a task assignment about magnetic disks (AKA Lab 16, second term). The remaining 10% will correspond to work delivered during the two terms (5% each).

$$\begin{aligned}\textbf{Final Mark} = \quad & \textbf{Written Exams} \times \mathbf{0.60} + \\ & \textbf{Lab Exams} \times \mathbf{0.25} + \\ & \textbf{Continuous Work} \times \mathbf{0.15}\end{aligned}$$

There is no minimal mark for any of these three aspects.

- **Evaluation of the transversal competence *Aprendizaje permanente* (Continued Learning).** Aside from the Final Mark, and following UPV criteria, there will be an evaluation for this competence. This competence is evaluated according to the following scale: A (Excellent), B (Adequate), C (In progress) or D (Not fulfilled). The evaluation will be based on the marks obtained in lab session 8 (mentioned above) for the first term and the task about magnetic disks for the 2nd term. Not delivering any of these two exercises will imply a mark D in this competence.

Other considerations

- All learning materials will be made available via the PoliformaT platform, including classroom slides, lab session guides, bibliographic references, useful URLs, complementary materials, etc. These documents and references, together with the student's personal notes, are the materials needed to reach the subject's goals.
- Note that the classroom slides are not by themselves the only study materials. They just constitute a guide of contents and they need be complemented with the rest of materials made available in PoliformaT or by any other means; and especially with the student's personal notes, solving of proposed exercises, referenced textbooks, videos, etc.
- Please remember that you can arrange meetings with the professor during the course for solving issues you may find while preparing the subject – not only *just before the exams!*
- Students exempt from attendance are however not exempt from the obligation of taking *all* exams at their respective scheduled dates, and delivering all proposed task assignments.