**COURSE SYLLABUS**

**COM262: Mobile Development**

**Course Description**

This course provides an introduction to Mobile Development. The students will learn application development on the Android platform. Topics will include memory management; user interface design; user interface building; input methods; data handling; network techniques; and finally, specifics such as GPS and motion sensing.

Students are expected to work on a project that produces a professional-quality mobile

application. Projects will be deployed in real-world applications. Course work will include project conception, design, implementation, and pilot testing on an actual handheld device.

**General Course Information**

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| --- | --- |
| Number of Units/Weeks | 8/10 |
| #Hours Lecture/#Hours Laboratory/#Hours HWs\* | 60/40/120 |
| Prerequisite(s) | COM202, SEC200 |
| Co-requisites (s) | None |
| Course Developer(s) | Leticia Rabor, M.S. |
| Date Approved / Last Review | April 2014 / April 2014 |

\*Enhanced Learning Projects

**Learning Outcomes**

Build GUIs compatible with mobile devices.

Develop a needs analysis for a proposed application.

Create applications that enable access to network services.

Create applications that accommodate resource constraints.

**Instructional Methods Employed in this Course**

Lecture and reading assignments

Hands-on exercises and labs

Homework Projects

PowerPoint Slides

Student Presentations

Practical application of theory and skills in authentic mobile development

Build on prior knowledge and experience of students to enhance richness of class activities

**Information Resources for this Course**

**Textbook**

Murach, Mike. Fresno, CA: Mike Murach & Associates, Inc., 2013. ISBN-13:

978-1-890774-71-4

**Web Site Readings**

Android Developer SDK [http://developer.android.com/sdk/index.htm](http://developer.android.com/sdk/index.html)l Retrieved April 16, 2014

Java for Android Development <http://code.tutsplus.com/tutorials/java-tutorial--mobile-2604>

Retrieved April 16, 2014

**Table/Topics & Assignments**

**Types of Assignments: Lecture -**

Considered Lecture Hours **Classroom Discussion -** Considered Lecture Hours **In Class Critique -** Considered Lecture Hours **In Class (IC) Exercise -** Considered Lecture Hours **Reading -**

Considered Homework (HW), work done outside of class

**Projects –**

Considered HW, work done outside of class

Considered LAB Hours **Midterm, Final, LASA -** Considered Lecture Hours

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Week 1** | | | | | | |
| **Type** | **Topic/Description** | **LEC Hours** | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| LE C 1 A | In troduc tion to  Course / Introd uction to Andro i d | 2 |  |  |  |  |
| LE C 1 B | Gett ing St art e d wit h  Andro i d Deve lopme n t | 2 |  |  |  |  |



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| IC EX 1A | Set t i n g up y o u r  Em ul at o r | 1 |  |  |  |  |
| IC EX 1B | Deve l o p a n e w  An d r oi d Ap p | 1 |  |  |  |  |
| HW 1A | Read Cha pter 1 (28  pa ges) Eva l ua te d by  HW 1C |  |  | 2 . 8 |  |  |
| HW 1B | Read Cha pter 2 (37  pa ges) Eva l ua te d by  HW 1D |  |  | 3 . 7 |  |  |
| HW 1C | Re view Q ues tions: Chap ter 1  31 Q uestions |  |  | 2 | 10 | Start o f Next C lass  Mee t ing |
| HW 1D | Re view Q ues tions: Chap ter 2  24 Q uestions |  |  | 1 . 5 | 10 | Week 2 |
| To ta l Week 1 |  | 6 | 0 | 10 | 20 |  |
| **Week 2** | | | | | | |
| **Type** | **Topic/Description** | **LEC Hours** | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| LE C 2 A | Your F irst Andro i d  App | 1 . 5 |  |  |  |  |
| L E C 2B | T es t & De bug | 1 . 5 |  |  |  |  |
| IC EX 2A | Cre at e t h e I n vo i c e  To ta l App | 1 |  |  |  |  |
| IC EX 2B | Use th e  docu m en ta tion for th e  Android AP I | 1 |  |  |  |  |
| IC EX 2C | Tes t and Deb ug an  Andro i d App | 1 |  |  |  |  |
| LAB 2 A | Pro j e c t 1: Cre at e t h e Fa hrenhe it to Cels ius Con ver ter App |  | 8 |  | - | Week 3 |
| HW 2A | Pro j e c t 1: Cre at e t h e Fa hrenhe it to Cels ius Con ver ter App |  |  | 8 | 30 | Week 3 |
| HW 2B | Read Cha pter 3  (48 p ages) Evalu a ted by H W 2 D |  |  | 4 . 8 |  |  |
| HW 2C | Read Cha pter 4  (27 p ages) Evalu a ted by H W 2E |  |  | 2 . 7 |  |  |
| HW 2D | Re view Q ues tions: Chap ter 3  33 Q uestions |  |  | 2 | 10 | Start o f Next C lass  Mee t ing |
| HW 2E | Re view Q ues tions: Chap ter 4  22 Q uestions |  |  | 1 . 5 | 10 | Week 3 |
| To ta l Week 2 |  | 6 | 8 | 19 | 50 |  |



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| **Week 3** | | | | | | |
| **Type** | **Topic/Description** | **LEC Hours** | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| L E C 3A | L a yo u ts and Widge ts | 2 |  |  |  |  |
| L E C 3B | H and le Even t s | 2 |  |  |  |  |
| IC EX 3A | A dd a s eek bar | 0 . 5 |  |  |  |  |
| IC EX 3B | Ad d Ra di o But t o n s an d a Sp inner | 0 . 5 |  |  |  |  |
| IC EX 3C | Use Anon ymous  Classes f o r the Event  L i steners | 0 . 5 |  |  |  |  |
| IC EX 3D | Impr ove th e L i ste ner for t h e Key Event s | 0 . 5 |  |  |  |  |
| LAB 3 A | Project 2 : Add a Seek  Bar to t he I nvoice  To ta l App |  | 4 |  | - | Week 4 |
| HW 3A | Project 2 : Add a Seek  Bar to t he I nvoice  To ta l App |  |  | 5 | 30 | Week 4 |
| HW 3B | Read Cha pter 5  (40 p ages) Evalu a ted by H W 3 D |  |  | 4 . 0 |  |  |
| HW 3C | Read Cha pter 6  (30 p ages) Evalu a ted by H W 3E |  |  | 3 . 0 |  |  |
| HW 3D | Re view Q ues tions: Chap ter 5  23 Q uestions |  |  | 1 . 5 | 10 | Start o f Next C lass  Mee t ing |
| HW 3E | Re view Q ues tions: Chap ter 6  17 Q uestions |  |  | 1 | 10 | Week 4 |
| To ta l Week 3 |  | 6 | 4 | 14 .5 | 50 |  |
| **Week 4** | | | | | | |
| **Type** | **Topic/Description** | **LEC Hours** | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| L E C 4A | T h e mes and Styles | 1 . 5 |  |  |  |  |
| LE C 4 B | Menus and  Pre f erences | 1 . 5 |  |  |  |  |
| LE C 4 C | Mi dt erm Review  Chapters 1-8 | 0 . 5 |  |  |  |  |
| IC EX 4A | U se B uilt -I n Themes | 0 . 5 |  |  |  |  |
| IC EX 4B | U se Styles | 0. 5 |  |  |  |  |
| IC EX 4C | Experimen t with  Menus and Se t tings | 0 . 5 |  |  |  |  |



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| IC EX 4D | | W ork with Menus | | 0 .5 | |  |  |  |  |
| IC EX 4E | | Work with  Pre f erences | | 0 . 5 | |  |  |  |  |
| LAB 4 A | | Project 3 : Modify the I n vo ic e To ta l Ap p to u s e st yl e s t o f o rm at i t s wi dge ts . | |  | | 4 |  | - | Week 5 |
| HW 4A | | Project 3 : Modify the I n vo ic e To ta l Ap p to u s e st yl e s t o f o rm at i t s wi dge ts . | |  | |  | 7 | 30 | Week 5 |
| HW 4B | | Read Cha pter 7  (23 p ages) Evalu a ted by 4 D | |  | |  | 2 . 3 |  |  |
| HW 4C | | Read Cha pter 8  (32 p ages) Evalu a ted b y 4 E | |  | |  | 3 . 2 |  |  |
| HW 4D | | Re view Q ues tions: Chap ter 7  19 Q uestions | |  | |  | 1 | 10 | Start o f Next C lass  Mee t ing |
| HW 4E | | Re view Q ues tions: Chap ter 8  22 Q uestions | |  | |  | 1 . 5 | 10 | Week 5 |
| To ta l Week 4 | |  | | 6 | | 4 | 15 | 50 |  |
| **Week 5** | | | | | | | | | |
| **Type** | **Topic/Description** | | **LEC Hour s** | | **LAB Hours** | | **HW Hours** | **Point**  **Value** | **Due** |
| L E C 5A | F ra gmen ts | | 1 | |  | |  |  |  |
| IC EX 5A | Creat e a New Fragment | | 0 . 5 | |  | |  |  |  |
| IC EX 5B | Use th e F r a g m e nt  Manager | | 0. 5 | |  | |  |  |  |
| LAB 5 A | Project 4 – Con ver t the  News Reader App to use  F r ag m e nt s | |  | | 6 | |  | - | Week 6 |
| HW 5A | Project 4 – Con ver t the  News Reader App to use  F r ag m e nt s | |  | |  | | 6 | 30 | Week 6 |
| HW 5B | Read Cha pter 9  (29 p ages) Evalu a ted by  HW 5D | |  | |  | | 2 . 9 |  |  |
| HW 5C | Re view Q ues tions: Chap ter 9  23 Q uestions | |  | |  | | 1 . 3 | 10 | Week 6 |
| EXA M 5A | M idt e rm Exam | | 1 | |  | |  | 1 50 | W eek 5 |
| EXA M 5B | L A SA M IDTE RM : Cre ate a Burned Ca l ories  Ca lcula t or App lica t ion | | 3 | |  | |  | 10 0 | Week 5 |



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| To ta l Week 5 |  | | 6 | | 6 | | 10 .2 | 2 9 0 |  |
| **Week 6** | | | | | | | | | |
| **Type** | | **Topic/Description** | | **LEC Hours** | | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| LE C 6 A | | Thr eads , Files,  Adap ters , and In t en ts | | 1 | |  |  |  |  |
| LE C 6 B | | Ser vices and  No ti f i c a tions | | 1 | |  |  |  |  |
| IC EX 6A | | Re view the News  Read er app | | 0 . 5 | |  |  |  |  |
| IC EX 6B | | Work with  as ynchron ous tasks | | 0 . 5 | |  |  |  |  |
| IC EX 6C | | Modify the News  Read er app | | 0 . 5 | |  |  |  |  |
| IC EX 6D | | Move a t ask to an  as ynchron ous thread | | 0 . 5 | |  |  |  |  |
| IC EX 6D | | W ork wit h a servi ce | | 0 . 5 | |  |  |  |  |
| IC EX 6E | | Modify the  Not i ficat i on for the  News Reader ap p | | 0 . 5 | |  |  |  |  |
| IC EX 6F | | Re view the  Stopwa t ch ap p and ad d a no tifica tion | | 0 . 5 | |  |  |  |  |
| IC EX 6G | | Cre at e a Rem i n de r  App | | 0 . 5 | |  |  |  |  |
| LAB 6 A | | Project 5: Use a  timer thread t o t h e  News Reader App | |  | | 4 |  | - | Week 7 |
| HW 6A | | Project 5: Use a  timer thread t o t h e  News Reader App | |  | |  | 5 | 30 | Week 7 |
| HW 6B | | Read Cha pter 10  (52 p ages) Evalu a ted by H W 6 D | |  | |  | 5 . 2 |  |  |
| HW 6C | | Read Cha pter 11  (40 p ages) Evalu a ted by H W 6E | |  | |  | 4 . 0 |  |  |
| HW 6D | | Re view Q ues tions: Chap ter 1 0  28 Q uestions | |  | |  | 1 . 8 | 10 | Start o f Next C lass  Mee t ing |
| HW 6E | | Re view Q ues tions: Chap ter 1 1  23 Q uestions | |  | |  | 1 . 3 | 10 | Week 7 |
| To ta l Week 6 | |  | | 6 | | 4 | 17 .3 | 50 |  |
| **Week 7** | |  | |  | |  |  |  |  |
| **Type** | | **Topic/Description** | | **LEC Hours** | | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |

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| L E C 7A | B roadcas t Rece ivers | 2 |  |  |  |  |
| LE C 7 B | S Q L i t e Dat a ba se s | 2 |  |  |  |  |
| IC EX 7A | Work with broa dcast receivers | 0 . 5 |  |  |  |  |
| IC EX 7B | Re view the Task L i st ap p and use its  da ta base class | 0 . 5 |  |  |  |  |
| IC EX 7C | Use th e S Q Lit e  Da tabase Browser | 0 . 5 |  |  |  |  |
| IC EX 7D | Modify the da t a base class f o r t h e Task L i st a pp | 0 . 5 |  |  |  |  |
| LAB 7 A | Project 6: Add  Broadcas t Rece ivers t o t he T ip Ca l c u la tor App or t he I nvoice  To ta l App |  | 2 |  | - | Week 8 |
| LAB 7 B | Project 7: Add a d a t a b a s e to th e Ti p  Ca lcula t or App or the  I n vo ic e To ta l Ap p |  | 2 |  | - | Week 8 |
| HW 7A | Project 6: Add  Broadcas t Rece ivers t o t he T ip Ca l c u la tor App or t he I nvoice  To ta l App |  |  | 6 | 30 | Week 8 |
| HW 7B | Project 7: Add a d a t a b a s e to th e Ti p  Ca lcula t or App or the  I n vo ic e To ta l Ap p |  |  | 7 | 30 | Week 8 |
| HW 7C | Read Cha pter 12  (12 p ages) Evalu a ted by H W 7E |  |  | 1 . 2 |  |  |
| HW 7D | Read Cha pter 13  (38 p ages) Evalu a ted by H W 7F |  |  | 3 . 8 |  |  |
| HW 7E | Re view Q ues tions: Chap ter 1 2  15 Q uestions |  |  | 1 | 10 | Start o f Next C lass  Mee t ing |
| HW 7F | Re view Q ues tions: Chap ter 1 3  17 Q uestions |  |  | 1 | 10 | Week 8 |
| To ta l Week 7 |  | 6 | 4 | 20 | 80 |  |
| **Week 8** |  |  |  |  |  |  |
| **Type** | **Topic/Description** | **LEC Hours** | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| LE C 8 A | Ta bs a nd Cus tom  Adap ters | 2 |  |  |  |  |
| L E C 8B | C on ten t Pro viders | 1 . 5 |  |  |  |  |

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| IC EX 8A | W ork wit h t abs | 0 . 5 |  |  |  |  |
| IC EX 8B | Work w it h a custom ad ap ter | 0 . 5 |  |  |  |  |
| IC EX 8C | Re view a nd mo dify  the task lis t and task h i story a pps | 0 . 5 |  |  |  |  |
| IC EX 8D | Re view a nd mo dify the fa vor i tes app | 0 . 5 |  |  |  |  |
| IC EX 8E | Ad d a Co nt e n t  Provider | 0 . 5 |  |  |  |  |
| LAB 8 A | Project 8 : Dis pla y the da ta for the T i p  Ca lcula t or or the  I n vo ic e To ta l Ap p |  | 4 |  | - | Week 9 |
| LAB 8 B | L AS A FI NA L – Cre at e your own Andr oid  App |  | 2 |  | - | T op i c A p p r oval:  Start o f Next C lass  Mee t ing  Project: Week 9 |
| HW 8A | Project 8 : Dis pla y the da ta for the T i p  Ca lcula t or or the  I n vo ic e To ta l Ap p |  |  | 4 | 30 | Week 9 |
| HW 8B | L A SA F IN AL – Crea t e your own Andr oid  App |  |  | 12 | 15 0 | Week 9 |
| HW 8C | Read Cha pter 14  (31 p ages) Evalu a ted by H W 8E |  |  | 3 . 1 |  |  |
| HW 8D | Read Cha pter 15  (33 p ages) Evalu a ted by H W 8F |  |  | 3 . 3 |  |  |
| HW 8E | Re view Q ues tions: Chap ter 1 4  9 Qu estions |  |  | 0 . 7 | 10 | Start o f Next C lass  Mee t ing |
| HW 8F | Re view Q ues tions: Chap ter 1 5  13 Q uestions |  |  | 0 . 6 | 10 | Week 9 |
| To ta l Week 8 |  | 6 | 6 | 23 .7 | 2 0 0 |  |
| **Week 9** |  |  |  |  |  |  |
| **Type** | **Topic/Description** | **LEC Hours** | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| L E C 9A | A pp Wid ge ts | 1 .5 |  |  |  |  |
| L E C 9B | Locations and Maps | 1 |  |  |  |  |
| LE C 9 C | Fi n a l Exam R evie w  Chap ters 9-17 | 0 . 5 |  |  |  |  |
| IC EX 9A | Re view a nd mo dify t h e tas k lis t app  widge t | 1 |  |  |  |  |

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| IC EX 9B | Ad d a n a pp wi d g e t  th at d i s p l ays a co u n t of t asks | 0 . 5 |  |  |  |  |
| IC EX 9C | A d d an ap p w id ge t to  the News Rea der Ap p | 0 . 5 |  |  |  |  |
| IC EX 9D | Test and Modify the Run Tracker App | 0 . 5 |  |  |  |  |
| IC EX 9E | Modify the Location View App | 0 . 5 |  |  |  |  |
| HW 9A | Read Cha pter 16  (21 p ages) Evalu a ted by H W 9 C |  |  | 2 . 1 |  |  |
| HW 9B | Read Cha pter 18  (50 p ages) Evalu a ted by H W 9 D |  |  | 5 . 0 |  |  |
| HW 9C | Re view Q ues tions: Chap ter 1 6  11 Q uestions |  |  | 0 . 7 | 10 | Week 10 |
| HW 9D | Re view Q ues tions: Chap ter 1 7  19 Q uestions |  |  | 0 . 6 | 10 | Week 10 |
| To ta l Week 9 |  | 6 | 4 | 8 . 4 | 20 |  |
| **Week 10** |  |  |  |  |  |  |
| **Type** | **Topic/Description** | **LEC Hours** | **LAB Hours** | **HW Hours** | **Point**  **Value** | **Due** |
| LEC 10A | Deploy an App | 1 |  |  |  |  |
| IC EX 10A | Install the Calculator App on your device | 1 |  |  |  |  |
| IC EX 10B | Install the Task List  App on your device | 1 |  |  |  |  |
| LAB 9A | Install your Android App on an Android Device |  | 4 |  |  |  |
| EXAM 10A | FINAL EXAM | 1. 5 |  |  | 150 | Week 10 |
| EXAM 10B | LASA FINAL:  Present and Explain  Mobile App (CLO1, CLO2,  CLO3, CLO4) | 1.5 |  |  | 40 | Week 10 |
| Total Week 9 |  | 6 | 4 | 0 | 19 0 |  |

**Course Hours Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Week** | **Topic** | **LEC Hours** | **LAB Hours** | **HW Hours** |
| 1 | Introduction to Course / Introduction to Mobile  Development  Getting Started with Android Application | 6 | 0 | 10 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2 | Your First Android App  Test & Debug an Android App | 6 | 8 | 19 |
| 3 | Layouts and Widgets  Handle Events | 6 | 4 | 14.5 |
| 4 | Themes and Styles  Menus and Preferences | 6 | 4 | 15 |
| 5 | Fragments | 6 | 6 | 10.2 |
| 6 | Threads, Files, Adapters, and Intents  Services and Notifications | 6 | 4 | 17.3 |
| 7 | Broadcast Receivers  SQLite Databases | 6 | 4 | 20 |
| 8 | Tabs and Custom Adapters  Content Providers | 6 | 6 | 23.7 |
| 9 | App Widgets  Deploy an App | 6 | 4 | 8.4 |
| 10 | Location and Maps | 6 | 0 | 0 |
| Total |  | 60 | 40 | 134.1 |

**Table/Point Breakdown**

|  |  |  |  |
| --- | --- | --- | --- |
| **Week** | **Assignment** | **Possible**  **Points** | **Percent of Grade** |
| 1 | HW 1C, Review Questions (Chapter 1) | 10 | 1% |
| 1 | HW 1D, Review Questions (Chapter 2) | 10 | 1% |
| 2 | HW 2A , Project 1: Fahrenheit to Celsius  Converter App | 30 | 3% |
| 2 | HW 2D, Review Questions (Chapter 3) | 10 | 1% |
| 2 | HW 2E, Review Questions (Chapter 4) | 10 | 1% |
| 3 | HW 3A, Project 2: Add a Seek Bar to the Invoice  Total App | 30 | 3% |
| 3 | HW 3D, Review Questions (Chapter 5) | 10 | 1% |
| 3 | HW 3E, Review Questions (Chapter 6) | 10 | 1% |
| 4 | HW 4A, Project 3: Add Styles to Format the widgets of the Invoice Total App. | 30 | 3% |
| 4 | HW 4D, Review Questions (Chapter 7) | 10 | 1% |
| 4 | HW 4E, Review Questions (Chapter 8) | 10 | 1% |
| 5 | HW 5A, Project 4: Convert the News Reader App to use Fragments | 30 | 3% |
| 5 | HW 5C, Review Questions (Chapter 9) | 10 | 1% |
| 5 | EXAM 5A, Midterm Exam | 150 | 15% |
| 5 | EXAM 5B, LASA MIDTERM: Burned Calories  Calculator Application (Practical Exam) | 100 | 10% |
| 6 | HW 6A, Project 5: Use a Timer Thread to the  News Reader App | 30 | 3% |
| 6 | HW 6D, Review Questions (Chapter 10) | 10 | 1% |
| 6 | HW 6E, Review Questions (Chapter 11) | 10 | 1% |

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| --- | --- | --- | --- |
| 7 | HW 7A, Project 6: Add Broadcast Receivers to the Tip Calculator App or the Invoice Total App | 30 | 3% |
| 7 | HW 7B, Project 7: Add a database to the Tip  Calculator App or the Invoice Total App. | 30 | 3% |
| 7 | HW 7E, Review Questions (Chapter 12) | 10 | 1% |
| 7 | HW 7F, Review Questions (Chapter 13) | 10 | 1% |
| 8 | HW 8A, Project 8: Display the data for the Tip  Calculator or the Invoice Total App | 30 | 3% |
| 8 | HW 8B, LASA FINAL: Create your own Android  Application | 150 | 15% |
| 8 | HW 8E, Review Questions (Chapter 14) | 10 | 1% |
| 8 | HW 8F, Review Questions (Chapter 15) | 10 | 1% |
| 9 | HW 9C, Review Questions (Chapter 16) | 10 | 1% |
| 9 | HW 9D, Review Questions (Chapter 17) | 10 | 1% |
| 10 | EXAM 10A, Final Exam | 150 | 15% |
| 10 | EXAM 10B, LASA FINAL: Android Application  Presentation | 40 | 4% |
| Total |  | 1000 | 100% |

**Your Grades for this Course**

Your final grade for this course will be based on an assessment by the Instructor of your performance on a number of course activities, which may include objective tests, classroom exercises, laboratory demonstrations, project papers, or other types of activities. The chart below indicates in what activities you will engage, how many possible points can be earned for each activity, and the percentage of your final grade that will be accounted for by each activity.

Students in this course should be graded following Coleman University assessment practices and policies. A point system is used in the University to indicate student performance on various required activities or projects. For this course, it is recommended that points be distributed as follows:

**Coleman University Grade Assignment Policy:**

The Coleman University guidelines for the assignment of grades to total points earned is as follows:

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| --- | --- | --- |
| **Percent** | **Lett er Gr a de** | **Gr ade Po ints** |
| 94- 100 | A | 4 . 0 |
| 90- 93 | A- | 3 .67 |
| 87- 89 | B+ | 3 .33 |
| 84- 86 | B | 3 . 0 |
| 80- 83 | B- | 2 .67 |
| 77- 79 | C+ | 2 .33 |
| 74- 76 | C | 2 . 00 |
| 70- 73 | C- | 1 . 67 |
| 67- 69 | D+ | 1 .33 |
| 64- 66 | D | 1 . 00 |
| 60- 63 | D- | 0 . 67 |
| N /A | I NC | 0 |
| N /A | W | 0 |
| 60 or a b o ve | CR | 0 |
| 59 or below | NC | 0 |
| 70 o r above | PASS | 0 |

**Requirements**

**Assignments:** All assignments (including projects, lab work, quizzes and exams) must be completed as scheduled. The following will apply to late assignments:

1-24 hours after due date = 20% off point value

25-48 hours after due date = 60% off point value

49+ hours after due date = No points given

If an assignment equals less than 5 points, no points will be given for late work. If there are extenuating circumstances, the student must submit a written explanation to the department Senior Instructor. Upon evaluation, points will be given according to the Senior Instructor’s discretion.

**Attendance:** Classes begin and end as indicated in the published schedule. It is required that students be present at the beginning of each class session and stay until class is dismissed, including lab periods. Excessive tardiness, leaving early and/or absences (from either lecture or lab sessions) are causes for dismissal from the course. A student that arrives in class beyond 30 minutes late may be considered absent. A student that leaves over 30 minutes before the end of class may also be considered absent. Excused absences will be determined by the instructors and approved by the Dean of Academics & Director of Student Services. Students may be removed from the course(s) based on the following absence guidelines:

*4 Unit Course* – Allowed 2 absences per 10-week MOD (3rd absence may be excused by DOA & DOSS)

*5 Unit Course* – Allowed 2 absences per 5-week MOD (3rd absence may be excused by

DOA & DOSS)

*8 Unit Course* – Allowed 5 absences per 10-week MOD (6th absence may be excused by DOA & DOSS)

**Conduct:** Students are expected to conduct themselves in a professional manner while on campus. Rules of conduct are outlined in the University Catalog and students are required to adhere to such policies. Students who are in violation of the Student Code

of Conduct Policy can be suspended.

**Student Academic Progression (SAP)**

**Graduate:** Student must maintain an accumulative GPA of 3.0 or higher. If a student falls below the GPA requirement at any time during their program, they will be placed on Academic Probation. Once on Academic Probation, the student’s accumulative GPA

will be reviewed after 4 future mods have been completed (must take punitive graded courses). Failure to meet the 3.0 GPA requirements will result in an Academic Suspension. A student is not allowed more than 150% of the standard length of the program in which to complete the requirements for graduation.

**Undergraduate:** Student must maintain an accumulative GPA of 2.0 or higher. If a student falls below the GPA requirement at any time during their program, they will be

placed on Academic Probation. Once on Academic Probation, the student’s accumulative GPA will be reviewed after 2 future mods have been completed (must take a minimum of 8 credits per mod). Failure to meet the 2.0 GPA requirements will result in an Academic Suspension. A student is not allowed more than 150% of the standard length of the program in which to complete the requirements for graduation.

**Suspension and Reinstatement:** If a student is suspended (SAP, plagiarism, code of conduct, etc.), the student must sit out one full MOD (currently 10 weeks for undergraduate level and 5 weeks for graduate level). The student will be required to submit a written reinstatement request, which will be reviewed by the Reinstatement Committee. The Reinstatement Committee will approve the request, deny the request, or request a meeting with the student for further consideration.

**Grades:** All grades listed will count as units attempted:

|  |  |  |
| --- | --- | --- |
| **Letter Grade** | **Percentage** | **Grade Points** |
|  |  |  |
| A | 94% - 100% | 4.00 |
| A- | 90% - 93% | 3.67 |
| B+ | 87% - 89% | 3.33 |
| B | 84% - 86% | 3.00 |
| B- | 80% - 83% | 2.67 |
| C+ | 77% - 79% | 2.33 |
| C | 74% - 76% | 2.00 |
| C- | 70% - 73% | 1.67 |
| D+ | 67% - 69% | 1.33 |
| D | 64% - 66% | 1.00 |
| D- | 60% - 63% | 0.67 |
| F | 0% - 59% | 0.00 |
| INC | N/A | 0.00 |
| W | N/A | 0.00 |
| CR | N/A | 0.00 |
| NC | N/A | 0.00 |
| PASS | N/A | 0.00 |

**Failed Courses:** If a student receives a FAIL grade, they may retake the course. The retake course will be charged at current tuition pricing. The student will be able to *replace* the previous FAIL grade with the grade received on the retake course.

**Drop Period & Refund:**

*Graduate*

|  |  |  |
| --- | --- | --- |
| **Sessions**  **Attended** | **Refund** | **Grade Received When Dropping Course** |
| 0 | 100% | No Grade |
| 1 | 100% | No Grade |
| 2 | 80% | W |
| 3 | 70% | W |
| 4 | 60% | W |
| 5 | 50% | Grade Earned |
| 6 | 0% | Grade Earned |
| 7 | 0% | Grade Earned |
| 8 | 0% | Grade Earned |
| 9 | 0% | Grade Earned |
| 10 | 0% | Grade Earned |

*Undergraduate*

|  |  |  |
| --- | --- | --- |
| **Week In MOD** | **Refund** | **Grade Received When Dropping Course** |
| No Start | 100% | No Grade |
| 1 | 100% | No Grade |
| 2 | 80% | W |
| 3 | 70% | W |
| 4 | 60% | W |
| 5 | 50% | Grade Earned |
| 6 | 0% | Grade Earned |
| 7 | 0% | Grade Earned |
| 8 | 0% | Grade Earned |
| 9 | 0% | Grade Earned |
| 10 | 0% | Grade Earned |

**Coleman University Policy on Academic Dishonesty:** Academic dishonesty is cause for dismissal from Coleman University. Presenting another person’s ideas, methods, course work, or test answers with the intention that they be taken as one’s own is theft of a special kind. It defrauds the originator of the work, the institution, its graduates, its students, and its future students.

The student has full responsibility for the authenticity of all academic work and examinations submitted. A student who appears to have violated this policy must submit to a hearing with the reporting instructor and the associate dean. If it is determined that

a violation occurred, the matter will be referred to an Officer of the University with recommendations for an appropriate penalty. The student may be dismissed, suspended, or given another penalty.

Coleman University employs the plagiarism software known as Turnitin. Students are expected to use this tool in an appropriate manner with the sole purpose to support their own academic endeavors at Coleman University. Turnitin account information can not

be shared with anyone. Contact your instructor if you have any questions about plagiarism related issues.

**Academic Accommodation / Adjustment Policy:**

In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans

with Disabilities Act (ADA), Coleman University offers accommodations to students with documented physical, psychological, and/or cognitive disabilities. Coleman University will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to offer equal educational opportunities to qualified disabled individuals.

To qualify for an academic accommodation under ADA, the student must provide adequate documentation of a disability. Students seeking academic accommodations should contact the campus ADA Coordinator, Ariana Marron, at 858-966-3953 or via email at [ada@coleman.edu. The ADA Coordinator will review the documentation provided and verify ADA coverage. Students covered under ADA must meet with the ADA Coordinator at the beginning of every term to determine the appropriate academic accommodations. Failing to meet with the ADA Coordinator at the beginning of every term may impact the availability of accommodations.](mailto:ada@coleman.edu)

After the academic accommodations have been determined, the students’ instructors will be notified by the ADA Coordinator. If any problems or concerns regarding the provision of accommodations occur, the student must inform the ADA Coordinator. If the student feels accommodation is not being made appropriately, the student may follow the published Student Grievance Procedures.