Course Expectations Document

**Expectations** for CS5704, Fall 2020

**Instructor**: G. Kulczycki

This course will be conducted as a learning community. The key elements to the creation of a learning community are honesty, responsiveness, relevance, respect, openness, and empowerment (Palloff and Pratt, 1999). Therefore, students participating in this course are asked to observe these qualities in their involvement with this course.

* The professor’s email will be provided, but *the preferred method of contacting the professor will be via Piazza*. If the student has a private concern, he or she can make the Piazza message “private”. However, unless there is truly private information in your post, *please make your Piazza post public*. For example, if you are running a little behind and would like another day to complete an assignment, please make you post public, as other students may be having the same issue.
* The professor for this course is expected to provide clear, concise, and complete information on all assignments and to provide feedback in a timely manner. *Every effort will be made to respond to questions within 24 hours on weekdays, 48 hours on weekends or holidays*. The professor for this course is expected to respond to all comments and questions from participants in a respectful manner, to facilitate learning with a high level of interaction, and to hold to standards indicative of the academic excellence required by the School of Education and Virginia Tech.
* In order to stay connected and engaged in this class, it is expected that there will be a great deal of interactivity, not just with the content and Canvas site but also between students and between students and the instructors. *Student-Professor interaction will take place primarily on Piazza*, but also through the live Zoom Q&A sessions, Canvas discussions, and office hours when necessary.
* It is expected that a student in this course will spend approximately *eight to ten hours per week* (on average) involved in preparing for and completing assignments, exercises, and discussions for this course.
* The professor and the students for this course are expected to check and/or participate in the Piazza forums for this course at least every other day during the week and at least once on the weekend. The professor will check Piazza daily and least once during the weekend. If students have a question about an assignment, they should *first check Piazza for questions involving that assignment to see if their question has been answered already*.
* Students are expected to ask as many questions as necessary and encouraged to do so within the open question forums (Piazza) for that purpose. Questions sent to the professor via email may be shared with all students in the forums. However, students are reminded to use Piazza as the primary means of correspondence with the professor. *Questions or requests sent less than 24 hours prior to assignment completion may not excuse a late submission*.
* Contributions to discussions forums are expected to be constructive, relevant, and to contribute to the group knowledge in a way that either introduces new information or provides information that confirms, supports or challenges previous thoughts and statements. *Posts should be respectful and helpful*.
* Students are expected to “attend” all classes by participation in all lesson activities and *submitting all assignments by the due date* unless otherwise negotiated in advance.
* *All students are expected and required to use their VA Tech email for this course.* If a participant should choose to use another account, he or she does so at the risk of having the email ignored or deleted as junk mail. In the case of a submission dispute, the issue may not be reviewed, and no consideration or exception will be granted if the participant did not use his or her VA Tech email account.
* It is expected that all participants will *keep a copy of work submitted* as backup in case of error or dispute.
* In this course, *we will abide by the Graduate Honor Code*. Please see <http://ghs.graduateschool.vt.edu> for specific information regarding expectations and policies related to the Graduate Honor Code.
* It is expected that any work submitted by a student in this course for academic credit will be the student’s own work either individually or as part of a group. *This course has a zero-tolerance policy for academic dishonesty including cheating, plagiarism and copyright violations.* Academic dishonesty can be discovered through review of exam or quiz access and closing date/time, review of file origin and properties, comparison of submission to database of previous submissions, web search for content origin and software to detect plagiarism and copyright violation.
* *Both students and professor are expected to adhere to all policies of Virginia Tech* including but not limited to those addressing conduct and professionalism. It is expected that students in this course will conduct themselves as professionals and will contribute to and support a learning community that demonstrates evidence the key elements of that community as previously indicated.

I am very happy to have the opportunity to guide your learning and to learn with you in this course. I look forward to a great semester and your successful course completion. Please know that I am here to help you and that you can reach out to me anytime you have questions or concerns.

After reviewing the expectations stated in this document, please post any questions or comments you may have to the Piazza discussion forum. Then type your name in the space provided below and date this document where indicated to confirm that you have read and understand the expectations for this course.

After typing in your name and the date, save this document and submit the file to the Canvas course site.

By typing your name below and returning this document as instructed, you are indicating an understanding of, and agreement with the expectations for this course.

Student Name: Gasser Ahmed

Date: 08/28/2020