LECTURE INSTRUCTOR
Dr. Yvon Feaster
yfeaste@clemson.edu

LAB INSTRUCTOR	**Sections**	**EMAIL**
Graduate TA's		
Jeff Young (lead TA)	1, 2	jay8@clemson.edu
James Dominic	3, 4, 5	domini4@clemson.edu
Dami Aiyetgbo(grader)		maiyeti@clemson.edu
Undergraduate TA's		
Devin Narula	2	dnarula@clemson.edu

Times:

Section 1 Tuesday & Thursday	9:30 – 10:20
Section 2 Tuesday & Thursday	11:00 – 11:50
Section 3 Tuesday & Thursday	12:30 – 1:20
Section 4 Tuesday & Thursday	2:00 – 2:50
Section 5 Tuesday & Thursday	3:30 – 4:20

Due to Covid – 19 these labs will be fully on-line the entire semester.

Office Hours
Office hours will be held using a zoom session.
Each TA will publish his or her office hours.

Lab Objectives and Protocol
CPSC 2311 is the laboratory required for the CPSC 2310 course at Clemson University. CPSC 2311 is designed to supplement lectures by providing structured programming and/or practice exercises, often but not always applying concepts learned in class. Lab instructors are available to help you learn the material and/or answer questions you have regarding these programs/exercises.

Lab information will be provided on Canvas and will act as a central repository for lab resources. All or a portion of the lab assignment may be posted prior to the lab period. If the lab assignment is posted you are encouraged to read through the lab assignments BEFORE connecting to the class so that you have a general idea of what will be covered.

Lab Policies
Attendance:
Attendance is **required for the Tuesday session**. If you cannot attend Tuesdays' session, you must contact the labs GTA. If you cannot attend the lab due to illness you must provide a doctors' note. If you must miss the lab due to a university affiliated event, you must provide the TA with a written letter, on University letterhead, from the leader of the University affiliate event. You must arrive on time at the beginning of the lab and stay until either 1) the lab period is over, or 2) you have submitted your work and confirmed its receipt with your lab instructor. Unless you complete the lab prior to the Thursday session, you are strongly encouraged to attend the Thursday session. The TA's will be available to help you complete the assignment on Thursday. If you choose not to attend Thursday's session, there is NO guarantee the TA's will be available to help you outside of their office hours.

We will do our best to record and post the lab zoom sessions on Canvas, however, this is not guaranteed, therefore, it is your responsibility to attend the lab and take notes.

Technology:
You are required to have a functioning laptop computer with webcam and microphone for this lab course. Reliable broadband internet connection is also required for the labs.

Submission of Work:
The deadline for all labs will be posted on the lab assignment.
- Late submissions will **not** be accepted. Work should be submitted via the submission program indicated on each assignment. This could be through the SoC Handin page or Canvas.
- You may not use email to submit any lab work unless the submission program is not operational. In this case, contact your lead lab GTA, for instructions on how to submit your work.
- It is your responsibility to check and double check the files you submit for a lab assignment. Checking the files will allow you to determine that you have submitted all required files and/or that the files are in working order. If the lab mechanism is the SoC's Handin system, the system allows you to open the files after your submission, therefore, you are required to check your files. If you determine there to be a problem with any of your files you will need to replace the bad file with a good file. Since this process will take time you should NOT wait until the last minute to hand in your files.

  During the grading phase of a lab assignment, if a file is missing or corrupt you will receive a 0 on the lab. There will be no opportunity to resubmit the missing or corrupt file.

Grading:
The lab grade contributes 10% of the lecture grade. We will have 10 - 12 labs this semester but only 10 will count.

Each lab is graded on a 100-point scale. The grades will be recorded on the course canvas page. Grading rubrics will be given to you either with the assignment or when your grade is returned. You have the right to ask for a regrade. The regrade request must be communicated to the Graduate TA in charge of your lab through email within 7 days of the date the grade is available. Your email must have the subject line "CPSC Lab 2311Grade Review Request". Your regrade request will result in the entire assignment being regraded which could result in a lower grade than the initial grade. This policy is not designed as a punishment, only that sometimes in addition to grading something incorrect that you actually did get correct, we may have incorrectly given credit for something that was actually incorrect and may be caught during the regrade. After the 7-day time period we will **NOT** consider a regrade request. This policy will be strictly followed.

Communication:
Canvas is your primary source for information regarding the lab documents. For general questions about assignments, labs, homework, etc., please attend the TA office hours as a first step. **If all else fails and you need to email your lab instructor, you must email from your official Clemson email address.** The lab instructors have classes and other obligations just as you and I. Therefore, they may not be able to answer your question immediately but, they will answer your questions as soon as possible.

Academic Honesty, Collaboration, and Plagiarism:
"As members of the Clemson University community, we have inherited Thomas Green Clemson's vision of this institution as a 'high seminary of learning.' Fundamental to this vision is a mutual commitment to truthfulness, honor, and responsibility, without which we cannot
earn the trust and respect of others. Furthermore, we recognize that academic dishonesty
detracts from the value of a Clemson degree. Therefore, we shall not tolerate lying, cheating,
or stealing in any form."

Academic integrity is taken very seriously. The University's statement on academic integrity can be found at
www.clemson.edu/administration/student-affairs/student-handbook/universitypolicies/academic_integrity.html . Unless otherwise instructed, you are expected to work independently on projects and labs. The instructor may use automated tools to look for similarities in code which could indicate plagiarism. Instances of copying or sharing, or cheating in any way will result in an academic dishonesty charge, which can lead to an F in the course or expulsion from the university. Each student is responsible for protecting his or her files and work from access by others. Work that is essentially the same and submitted without proper attribution is considered to be a violation of academic dishonesty policies by all those submitting the work, regardless of who actually did the work.

For labs, it is considered cheating to do any of the following:

- Discuss in detail the code or answers to your lab with another person (other than the lab TAs)
- Use code obtained from another student, or any other unauthorized source, either modified or unmodified (each student is responsible for protecting his or her files from access by others)
- Use reengineering tools
- Submit work of others, from the Internet or any other source

A good rule of thumb if you are not sure if an action is considered cheating, ASK the lab TA.
If it is determined that you have cheated the consequences will be severe, ranging from -100 on the assignment to an F in the course.

Disability Access:
Clemson University values the diversity of our student body as a strength and a critical component of our dynamic community. Students with disabilities or temporary injuries/conditions may require accommodations due to barriers in the structure of facilities, course design, technology used for curricular purposes, or other campus resources. Students who experience a barrier to full access to a class should let the professor know, and make an appointment to meet with a staff member in Student Accessibility Services as soon as possible. You can make an appointment by calling 864-656-6848or by emailing studentaccess@lists.clemson.edu. Students who receive Academic Access Letters are strongly encouraged to request, obtain and present these to their professors as early in the semester as possible so that accommodations can be made in a timely manner. It is the student's responsibility to follow this process each semester. You can access further information here: http://www.clemson.edu/campus-life/campus-services/sds/.

Non-Discrimination Policy:
Clemson University is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender, pregnancy, national origin, age, disability, veteran's status, genetic information or protected activity (e.g., opposition to prohibited discrimination or participation in any complaint process, etc.) in employment, educational programs and activities, admissions and financial aid. This includes a prohibition against sexual harassment and sexual violence as mandated by Title IX of the Education Amendments of 1972. The University is committed to combatting sexual harassment and sexual violence. As a result, you should know that University faculty and staff members who work directly with students are required to report any instances of sexual harassment and sexual violence, to the University's Title IX Coordinator. What this means is that as your professor, I am required to report any incidents of sexual harassment, sexual violence or misconduct, stalking, domestic and/or relationship violence that are directly reported to me, or of which I am somehow made aware.

There are two important exceptions to this requirement about which you should be aware:
Confidential Resources and facilitators of sexual awareness programs such as "Take Back the Night and Aspire to be Well" when acting in those capacities, are not required to report incidents of sexual discrimination. Another important exception to the reporting requirement exists for academic work. Disclosures about sexual harassment, sexual violence, stalking, domestic and/or relationship violence that are shared as part of an academic project, a research project, classroom discussion, or course assignments are not required to be disclosed to the University's Title IX Coordinator.
This policy is located at http://www.clemson.edu/campus-life/campus-services/access/title-ix/. Ms. Alesia Smith is the Executive Director for Equity Compliance and the Title IX Coordinator. Her
The office is located at 223 Holtzendorff Hall, phone number is 864.656.3181, and email address is
alesias@clemson.edu.

Inclement Weather Policy:
If a lab is cancelled due to inclement weather, the lab coordinator or lab instructor will post an announcement on Canvas with detailed information.

Instructional Staff Late Policy:
If an instructor is not present for a lab, please notify the lab coordinator, Dr. Yvon Feaster
yfeaste@clemson.edu after you have waited 15 minutes.

Specific COVID-19 related information for in person classes:
While on campus, face coverings are required in all buildings and classrooms. Face coverings are also required in outdoor spaces where physical distance cannot be guaranteed. Please be familiar with the additional information on the Healthy Clemson website, such as the use of wipes for in-person classes. If an instructor does not have a face covering or refuses to wear an approved face covering without valid accommodation, students should notify the department chair. If a student does not have a face covering or refuses to wear an approved face covering without valid accommodation, the instructor will ask the student to leave the academic space and may report the student's actions to the Office of Community & Ethical Standards as a violation of the Student Code of Conduct. If the student's actions disrupt the class to the extent that an immediate response is needed, the instructor may call the Clemson University Police Department at 656-2222.