

2 COURSE BASICS

- Lecture: Tuesday/Thursday 10:55 am - 12:40 pm
- Location: ISEC 070
- Student/Office Hours:
 - Wednesday 2:00 pm - 3:30 pm
 - Thursday 4:00 pm - 5:30 pm
 - subject to change, check course website for most up-to-date schedule
 - drop-in or schedule a 15 minute slot: <https://calendar.app.google/8bus6pfDvyphR9ar5>
 - by appointment for another time or over zoom

3 OVERVIEW

Data analytics, the process of analyzing, revealing, interpreting and visualizing information concealed inside big data is revolutionizing daily life, as used by companies such as Amazon, Google and Facebook, for the diagnosis of medical conditions or the way medical claims are handled, for investment strategies and real estate pricing, and in academia, with the analysis of historical texts, understanding the deliberations of the Supreme Court or the European Commission, or processing large amounts of genomics data.

In this class, students will be introduced to techniques to acquire data from the web, manipulate and pre-process data into manageable forms, perform analyses from a descriptive and predictive standpoint, and learn the basics of visualization of the result, all with a focus on storytelling through data, enhancing data literacy.

In this course you will use the Python programming language to scrape web data, prepare data for analysis, analyze to produce explainable results, and visualize those results. Throughout we will discuss the pitfalls, ethics and challenges of working with data. A 1-page schedule-at-a-glance is included at the end of the syllabus.

This course requires the pre-approval of the department. For more information, please visit: <https://union.edu/advising-registration/pre-approval>.

4 LEARNING OBJECTIVES

By the end of the course, you should be able to *answer* the following questions:

- What are the fundamental steps of a data analytics workflow?
- What are the quality control checks involved in the responsible use of data?

- What elements facilitate storytelling with data?

By the end of the course, you should be able to *do* the following:

- Acquire and prepare data for analysis.
- Conduct descriptive data exploration.
- Communicate findings of an independent project.

5 CLASS POLICIES AND GUIDELINES

The Computer Science Department as a whole welcomes all people, regardless of age, background, beliefs, ethnicity, gender identity, gender expression, national origin, religious affiliation, sexual orientation and any other differences, be they visible or non-visible. It's also important to recognize that institutional racism has prevented members of marginalized groups - especially black, indigenous and other people of color (BIPOC) - from fully participating in the field of Computer Science.

You. Yes you, the one reading this syllabus. You belong here.

As an instructor, I will do my utmost to uphold these principles and to treat everyone with respect. As students in this class, I expect you to do the same since one person is not a community unto themselves. We're all in this together, so let's treat each other well. Lastly, I welcome feedback on issues we might discuss or ways that our class can be a more just one for all people.

6 COURSE MATERIALS

Online Textbook: Runestone (free).

We are going to use an online, interactive, free and open source textbook. This textbook has a lot of embedded interactive exercises. Reading this book always also means doing the activities. To get access to the book, please register on Runestone using the following information which can also be found on Nexus:

- <https://runestone.academy/runestone/default/user/register>
- your Union College email
- unioncollege_py4e-int_fall25 as the course name

We'll use the following websites and software throughout the course:

- The course website: <https://georgiadoing.github.io/tufte-quarto/>

- Gradescope: used to submit programming assignments
- Google Colab: the cloud-based platform to write and run Jupyter Notebooks with python code

7 COURSE RESOURCES

The course website has a list and links to the readings and software resources that we are going to use. In class, we are going to use the Linux machines in ISEC 070. Outside of class you have a choice of hardware. You can access Google Colab via a browser on your own machine, install the software on your own computer (Python is freely available for Windows, Mac, and Linux) or you can work in one of the Computer Science labs. We have three spaces that you can use 24/7 using your ID card, except when classes are being held in them:

- Olin 107
- PASTA Lab (ISEC 051+)
- Computer Science Resource room (Steinmetz Hall, 209A)

8 LIBRARY RESOURCES

The library is available to help you with your research needs! Librarians can help you develop research questions, search for and select the best sources for your projects, identify research strategies, evaluate sources, and assist you with creating citations. There are multiple ways for you to contact a librarian. For more information, please see our Ask A Librarian page: <https://www.union.edu/schaffer-library/ask-a-librarian>.

9 ACCOMODATIONS

It is the policy of Union College to make reasonable accommodations for qualified individuals with disabilities. If you are a person with a disability and wish to request accommodations to complete your course requirements, please make an appointment with me or stop by during my office hours as soon as possible, all discussions will remain confidential. You must provide reasonable notice and be in touch with Accomodative Services on the 2nd floor of Schaffer Library, if you have not already, if you wish to take advantage of extra time on exams.

10 GRADING

Each week I will give you some *problem exercises*. You will complete these and submit them online. There will be a *final project*, involving the acquisition, manipulation and analysis of data. Finally, class attendance, participation and engagement are critical components of the course.

- Problem sets: 50%
- Midterm exam: 25%
- Final project: 25%

Letter Grade Scale:

- A: 93-100; A-: 90-92
- B+: 87-89; B: 83-86; B-: 80-82
- C+: 77-79; C: 73-76; C-: 70-72
- D: 60-69; F: 0-59

11 Basic Course Requirement

In order to pass the class you must earn a passing grade. In addition, you must meet the following basic requirement. You must achieve a passing grade (e.g. 60% or higher) overall in both the problem sets and the final project. In other words, you cannot blow off the final project and pass the class! Note that this basic requirement is necessary but not sufficient to pass the class.

12 LATE POLICIES

Homework assignments will usually be discussed in class on the day that they are due and thus, without prior agreement, there is NO late submission of assignments allowed. You have three "extension tokens" that can be used for due dates related to your final project for this class. Each token will extend a single project deadline by 24 hours. You can use each token on a different deadline, or use two or even all three on a single deadline. Once all three tokens have been used, no late submissions will be accepted (barring exceptional circumstances).

13 ATTENDANCE

Class participation is a critical component of the course and attendance is mandatory. I realize that sometimes other things come up (interviews, athletic events, illness, etc.). In those cases, just let me know (in advance, if at all possible) that you are going to be absent. You may not receive credit for make-up material if you did not discuss your absence with me prior to class. No matter how much class you have missed, please do not come to class if you have an illness that is likely contagious, please email me to work out a reasonable solution.

If you do miss class, it is your responsibility to make up any material that you missed. Get notes from a classmate, make sure to complete all homework assignments due or assigned during the class that you missed, and come see me if you have any questions on the material. Unless you have made an arrangement with me ahead of time or you had an emergency, I will expect you to hand in all assignments by the due date, regardless of whether you were in class. You will not be able to make up missed exams or in-class questions and assignments.

Attendance in class constitutes being present, respectful and engaged. Accessing off-topic websites or software, checking email or phones, *utilizing large language models* or otherwise attending to things not pertinent to the course is distracting to yourself and others and will result in a reduction of your overall grade, up to a 0.5% reduction per class.

14 PARTICIPATION AND ENGAGEMENT

Following these guidelines will constitute positive engagement:

- Respect. This course is a space for rigorous and respectful debate. When confronting ideas and people different from you, lead with curiosity rather than judgement. This commitment extends to all our face to face and digital interactions. We will critique ideas, not people. To protect our shared learning environment, you may not record, photograph, or share any part of our class sessions outside of our class.
- Show up to class on time and prepared. Show up ready to learn by completing the readings and exercises. When you are late or unprepared, you are disrespecting the learning experience for the group.
- Embrace intellectual humility. Recognize that there are limitations to your knowledge and that some of your beliefs could actually be wrong. Be curious about your thinking and open to learning from others. This is hard, but so vital to your learning in this course—we'll work on developing this throughout the term!

- Get help when you need it. If you are stuck or confused or lost, be proactive and get help. The best learners and thinkers can figure out when they are stuck and make a plan to get unstuck. Come to Office Hours (Wed/Thurs 2:00-3:30pm Steinmetz 108B), the CS Helpdesk (Sun-Thurs 7:00-9:00pm Olin 107) or ask another student. Often the best person to explain something is the person who just figured it out. Try reaching out to another student in the course who seems like they get it—they will probably be flattered you asked!

15 ACADEMIC INTEGRITY AND “ARTIFICIAL INTELLIGENCE” USE

Union College recognizes the need to create an environment of mutual trust as part of its educational mission. Responsible participation in an academic community requires respect for and acknowledgement of the thoughts and work of others, whether expressed in the present or in some distant time and place. Matriculation at the College is taken to signify implicit agreement with the Academic Honor Code, available at: <http://muse.union.edu/honorcode>

It is each student’s responsibility to ensure that submitted work is their own and does not involve any form of academic misconduct. Students are expected to ask their course instructors for clarification regarding, but not limited to, collaboration, citations, and plagiarism. Ignorance is not an excuse for breaching academic integrity. Students are also required to affix the full Honor Code Affirmation, or the following shortened version, on each item of coursework submitted for grading:

Union College has an honor code as follows. That material will appear in every notebook you submit to me for grading.

As a student at Union College, I am part of a community that values intellectual effort, curiosity and discovery. I understand that in order to truly claim my educational and academic achievements, I am obligated to act with academic integrity. Therefore, I affirm that I will carry out my academic endeavors with full academic honesty, and I rely on my fellow students to do the same.

Scholastic dishonesty is misrepresenting someone else’s work as your own and will not be tolerated.

For this class in particular, we encourage working together during class time. If you missed something, talk to me, talk to your classmates or reach out via piazza or helpdesk. However ALL HOMEWORK must be completed individually. You are encouraged to:

- Talk about concepts in solutions
- Discuss ideas
- Look up online documentation, or examples

You MAY NOT:

- Share code
- Look at another student's code
- Look up solutions to specific problems on the internet
- Copy or paste any text or code to or from a large language model

Ultimately, I may choose to call you into office hours to explain the choices you made in solving a problem. You should be comfortable with explaining the choices you made, how that choice was implemented and why.

Your goal for discussions about any assignment should be that you come away with a better understanding of the problem and of possible ways to approach it so that you can then try out these approaches on your own. You should never leave a discussion with just an answer, without an understanding of how to arrive at that answer. A good general guideline for any discussion, or interaction with an AI model, is that you should not leave the discussion with anything written or typed.

16 CONTACTING ME OUTSIDE OF CLASS

The best method for contacting me outside of class is to stop by my office during Office Hours or whenever my office door is open. You can also schedule a time with me if my regular office hours don't work. Please contact me via email (doingg@union.edu) and we can arrange a phone or zoom call. I respond to emails as soon as possible, but it may take up to one day to get a response during the term, and longer between terms.

17 ADDITIONAL RESOURCES

Mental Health and Campus Resources

Union College is committed to supporting and advancing the mental health and well-being of our students. During the course of their academic careers, students often experience personal challenges that contribute to barriers in learning, such as drug/alcohol problems, strained relationships, chronic worrying, persistent sadness or loss of interest in enjoyable activities, family conflict, grief and loss, domestic violence, difficulty concentrating, problems with organization, procrastination and/or lack of motivation. Students also sometimes come to college with a history of learning difficulties (e.g., any form of special education), experience difficulties succeeding in a particular subject (e.g., math, reading), or have experienced some form of trauma be it emotional or physical (e.g., head injury). These mental health concerns can lead to diminished academic performance and can interfere with daily life activities. If you or someone you know has a history of mental health concerns or if you are unsure and

would like a consultation, a variety of confidential services are available. The Eppler-Wolff Counseling Center provides free counseling and therapy services (including psychiatry) to all enrolled students. Please call (518) 388-6161 or visit the Wicker Wellness Center in person any weekday between 8:30 and 5:00 to schedule an initial contact appointment. Visit the Counseling Center website for more information.

In a crisis situation, or after hours, contact Campus Safety at (518) 388-6911. The National Suicide Prevention hotline also offers a 24-hour hotline at (800) 273-8255.

Any student who faces challenges securing their food or housing and believes this may affect their performance in the course is urged to contact the Dean of Students (dos_office@union.edu) for support or drop into office hours Monday - Friday 8:30 am - 5:00 pm in the Reamer Campus Center room 306. Furthermore, please notify me if you are comfortable doing so and I will provide any resources I can. The Union College Persistence Fund can provide financial support in times of unexpected hardship to cover needs such as emergency medical expenses not covered by insurance and basic living expenses. Additional sources of support are outlined on the Dean of Students webpage: <https://www.union.edu/dean-students>.

17.1 ADDENDA

Any community agreed upon additions:

18 TENTATIVE SCHEDULE

W	TOPIC	Due	Runestone
1	Introduction to Data Analytics	Introductory Survey	
2	Using Descriptive Statistics to Talk About Data	HW 0	
3	Python Tools for Data Analytics	HW 1	
4	PANDAS for Exploratory Data Analysis	HW 2	
5	Collecting Data from the Web	HW 3	
6	Data Wrangling and Cleaning	HW 4	
7	Merging, selecting and transforming data	HW 5	
8	Using Simple Machine Learning Methods to Explore Data	HW 6, Midterm Exam	
9	Evaluating performance	Project Draft	
10	Project Presentation	Final Project & Presentation	

19 PROGRESS TRACKER

	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week
Learning Goals	1	2	3	4	5	6	7	8	9	10
Fundamental steps of a data analytics workflow										
Responsible use of data										
Storytelling with data										
Acquire and, prepare data for analysis.										
Descriptive data analysis.										
Final project										