

INF 197: Beginning Mini Special Topics in Informatics

- Makerspaces (8992, section 1) (1 Credit)

Semester: Fall 2022

Day/Time: Saturday 10am - 1pm

Location: ETEC 037

Instructor: Professor Abrams (he/him/his)

Contact: mbrams@albany.edu

Office Location and Hours: ETEC 037 Saturdays 1-2pm

Course Description:

The contents of this course will vary from semester to semester. Each offering will cover an introductory topic in Informatics. May be repeated for credit when content varies.

Course Structure and Requirements:

Classes are experiential and in person.

Students are required to participate in class discussion

Students are required to show proof of work in 2 ways:

- 1) Written project descriptions (required)
- 2) Presentation or demonstration to the class

Course Learning Objectives:

Upon completion of the course, students should be able to accomplish the following activities:

- Demonstrate proficiency in one or more makerspace activities or tools.
- Operate equipment in the makerspace in a safe manner
- Complete synchronous, asynchronous, guided and self-paced training modules and learning activities related to the makerspace.
- Develop skills to make informed predictions about potential future progressions within the field.
- Summarize technical concepts related to the makerspace in a plain and succinct manner.
- Troubleshoot hardware and software in the context of makerspace.
- Demonstrate and understanding of additive and subtractive fabrication.
- Interact, engage and collaborate with team members of various backgrounds and skill levels.
- Explain, share knowledge, and show others how to operate equipment found in a makerspace.
- Demonstrate best practices for digital citizenship and responsible use in a lab environment.

Prerequisites:

N/A

Grading:

This course is A-E graded and the grades are determined based on participation and work products:

Participation: 40%
Assignment 1 Project Proposal: 20%
Assignment 2 Project Self Evaluation: 20%
Individual Project Demonstration: 20%

Your final grade will be based on a scale of 100 points:

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E
100-94	93-89	88-85	84-82	81-79	78-76	75-73	72-70	69-67	66-64	63-60	59-0

Required Readings:

N/A

Software Packages:

N/A

Some software may be required if the project chosen necessitates it.

Recommended Readings:

N/A

Fully Online Learning/Course:

N/A

Course outline:

Dates	Class topic	Readings	Notes
10/8	Overview of the course and intro to the tools		
10/15	Tool/Software lessons, in class work		
10/22	Tool/Software lessons, in class work		
10/29	In class work, Presentations		

Policies:

Attendance Policy: *Attendance is required. There is no makeup work for missed classes as such, each missed class results in a 10 point reduction in the final grade.*

Missed Exams and Assignments: **Assignments are mandatory and must be submitted no later than the end of day (11:59 pm) on the day of the last class.**

Disability Policy: Reasonable accommodations will be provided for students with documented physical, sensory, systemic, medical, cognitive, learning and mental health (psychiatric) disabilities. If you believe you have a disability requiring accommodation in this class, please notify the Disability Access and Inclusion Student Services (518-442-5501; daiss@albany.edu). Upon verification and after the registration process is complete, DAISS will provide you with a letter that informs the course instructor that you are a student with a disability registered with the DAISS and list the recommended reasonable accommodations.

Extra Credit: Extra credit can be earned in various ways. Extra credit requires consultation with the instructor before it is commenced. All extra-credit opportunities are capped at no more than 10 points (10%) of your overall grade.

- 1) Write a brief summary research document on supply chain security as it relates to 3D printing – 1 page, double spaced, normal margins
- 2) Create a how-to video demonstrating how to solve a problem or fix something. The professor must approve the topic before it is eligible for extra credit. The video should be at least 3 and no more than 5 minutes long.

Withdrawal from the Course: The drop date for the Fall 2022 semester is November 2 for undergraduate students. That is the last date you can drop a course and receive a 'W'. It is your responsibility to take action by this date if you wish to drop the course. In particular, grades of "incomplete" will not be awarded to students because they missed the drop deadline.

Cell phones & laptops: Laptops, cellphones and tablets are welcome in class. Some students may choose projects which require that you use an electronic device to access or operate certain software.

I/Incomplete: No graduation credit. A temporary grade requested by the student and assigned by the instructor ONLY when the student has nearly completed the course requirements but because of circumstances beyond the student's control, the work is not completed. The incomplete should only be assigned on the basis of an agreement between the instructor and the student specifying the work to be completed and establishing a general timeline in which the work will be completed. Incompletes may NOT be resolved by auditing or registering again for a subsequent offering of the course. The date for the completion of the work may not be longer than one month before the end of the semester following that in which the incomplete is received. Once the work is completed, the instructor assigns the appropriate academic grade.

The instructor may extend an incomplete for a maximum of one semester beyond the original deadline providing that the student has made contact with the instructor to request the extension. Additional extensions are NOT permitted.

Any grade of I existing after the stated deadline shall be automatically changed to E or U according to whether or not the student is enrolled for A-E or S/U grading. Except for extenuating circumstances approved by the Office of the Vice Provost for Undergraduate Education, these converted grades may not be later changed.

Important: Incompletes will not be given to students who have not fulfilled their classwork obligations, and who, at the end of the semester, are looking to avoid failing the course. This is asking for special treatment.

Academic Integrity: It is every student's responsibility to become familiar with the standards of academic integrity at the University. Claims of ignorance, of unintentional error, or of academic or personal pressures are not sufficient reasons for violations of academic integrity. See http://www.albany.edu/undergraduate_bulletin/regulations.html

Course work and examinations are considered individual exercises. Copying the work of others is a violation of university rules on academic integrity. Individual course work is also key to your being prepared and performing well on tests and exams. Forming study groups and discussing assignments and techniques in general terms is encouraged, but the final work must be your own work. For example, two or more people may not create an assignment together and submit it for credit. If you have specific questions about this or any other policy, please ask.

The following is a list of the types of behaviors that are defined as examples of academic dishonesty and are therefore unacceptable. Attempts to commit such acts also fall under the term academic dishonesty and are subject to penalty. No set of guidelines can, of course, define all possible types or degrees of academic dishonesty; thus, the following descriptions should be understood as examples of infractions rather than an exhaustive list.

- Plagiarism
- Allowing other students to see or copy your assignments or exams
- Examining or copying another student's assignments or exams
- Lying to the professor about issues of academic integrity
- Submitting the same work for multiple assignments/classes without prior consent from the instructor(s)
- Getting answers or help from people, or other sources (*e.g.* research papers, web sites) without acknowledging them.
- Forgery
- Sabotage
- Unauthorized Collaboration (just check first!)
- Falsification
- Bribery
- Theft, Damage, or Misuse of Library or Computer Resources

Any incident of academic dishonesty in this course, no matter how "minor" will result in

- No credit for the affected assignment.
- A written report will be sent to the appropriate University authorities (*e.g.* the Dean of Undergraduate Studies)
- One of -
 - A final mark reduction by *at least* one-half letter grade (*e.g.* B → B-, C- → D+),
 - A Failing mark (E) in the course, and referral of the matter to the University Judicial System for disposition.

All course material and documents developed by the instructor are copyrighted and may not be reproduced or distributed without express written permission.

Responsible Use of Information Technology:

<https://wiki.albany.edu/display/public/askit/Responsible+Use+of+Information+Technology+Policy>

Style Manual and Guidelines: Written assignments should be word-processed and double-spaced. Students are required to cite sources, if any are used in their written work, according to the American Psychological Association (APA).

American Psychological Association. 2020. *Publication manual of the American Psychological Association*, 7th Edition. Washington, DC: American Psychological Association.

Style manuals are available in the reference sections of many mainstream bookstores and reference sections of all 3 of the University Libraries. (BF 76.7 P83 2020)

[Purdue OWL](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/reference_list_books.html) provides guidance the construction of citations in APA style. It is based on the 7th edition of the Publication manual of the American Psychological Association. Individuals in the social science disciplines primarily use this style guide. https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/reference_list_books.html

Time Management: For every credit hour that a course meets, students should expect to work 2 additional hours outside of class every week (3 x 2= 6). For a three-credit course you should expect to work 6 hours outside of class every week. Manage your time effectively to complete readings, assignments, and projects.

Note carefully the intermittent nature of the workload in this course. You will be expected to complete an entire sections' reading before the first class, when you will be tested both individually and as a team on it. Outside assignments will then be relatively light until the next section begins. Each section also culminates with an individual assignment which draws together the material from that section. This assignment is due before the next section begins. Thus, after the first section, you will have both reading for the new section AND an assignment for the prior section due on the same day—the first class in the new section.

Instructor Availability: The instructor will be available for student consultation during office hours, by appointment, and online in Blackboard. Students are expected to check Blackboard messages (internal) at least once every day to see whether the instructor is trying to reach them. Students should not assume that instructor is online 24 hours a day, 7 days a week, to answer your questions immediately (even though the instructor will try to do so as much as possible).

Courtesy In class (online) discussions the instructor and students are expected to demonstrate professional behavior. This means cooperating and interacting in a courteous, supportive, and tactful manner based on mutual respect for each other's ideas.

Students and professor should be professional at all time. Faculty should be addressed as Prof. XXX or Dr. XXX. Emails should be addressed "Dear..." and end with a "Thank you." Disrespect in any form in any CEHC class will not be tolerated.

Respect for Diversity: It is my intent that students from all diverse backgrounds and perspectives be well served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups. In addition, if any of our class meetings conflict with your religious events, please let me know so that we can make arrangements for you.¹

¹ Respect for Diversity statement from <https://www.brown.edu/sheridan/teaching-learning-resources/inclusive-teaching/statements>