<u>CSCI 340 Recitation Guideline for Students</u>

The in-person attendance of recitation is required. Please bring your personal laptop.

Group:

Different from assignments and dailies (which must be done individually), the students are *required* to work in a group of 2-4 people for recitation projects. You may choose to have different groups at the beginning of each session, but a consistent grouping is strongly encouraged, which will likely save everyone time and lead to more effective group work. Make sure at least one student in the group has a laptop.

You must report your grouping and your attendance to the TA at the beginning of the session. The groups are expected to be working through the entire recitation session unless a group has finished submitting the work. If you leave early without finishing the work, your attendance will not be counted. If you finish your own work online without being in a group onsite, your attendance will not be counted.

Note that the discussions among different groups are not allowed, and solutions are expected to be different among different groups. So, it is important to record the grouping information with TA.

Submission:

You will be working on assigned recitation projects in the Blackboard via NIU CSCI Auto-grader. The project becomes available before or when the session starts.

The submission is done via NIU CSCI Auto-grader. Each student does their own submission although the solutions are expected to be the same within the group. For the first recitation, the due date will be about 12 hours after the session starting time. This is to give you some buffer to coordinate the submissions. However, you are expected to finish your coding within the recitation time limit instead of working on it later. Future recitations will have tighter due time.

Grade:

You need to attend at least 80% of the sessions to get the full attendance score. If it is a fraction, then use the ceiling. For example, if there is a total of 7 recitations, you need to attend ceiling (7*0.8) = 6 times. Otherwise, your score will be proportioned. For this semester, it likely means that you can miss one recitation without affecting your attendance score. (If you have other valid reason that you must miss the recitation, let the instructors know beforehand to avoid being counted toward the missed session.)

The final recitation grade will be based on a combination of attendance and submission result performance. Details TBA. Each group member gets the same performance grade, assuming same submission received.

How to work in a group effectively?

Teamwork is an important training and preparation for your future work. Here are a few suggestions for working in a group:

1. Read and understand the requirement of the project together.
2. Divide up the work among the group members. It can be done in various ways. For example, pair programming; or one student is responsible for coding and another for testing; or for projects with multiple sub-tasks, each takes up a different sub-task.
3. Practice communication and task co-ordination. This is part of learning.

CSCI 340 Recitation Guideline for TAs

For the first recitation, spend 5-10 minutes explaining the format and requirements.

The students will be working on assigned recitation projects in their Blackboard. They should be available in their accounts before or when the session starts.

1. Co-ordinate group formation. Make sure each group has at least one computer, and the group size is 2-4. Record the grouping information.

2. Take attendance. The students should be working on the projects during the recitation time. If they leave early, they need to show you that they have submitted the recitation in Blackboard. Otherwise, their attendance does not count.

3. Monitor the work-in-progress of different groups. TA is generally not required to help debugging the recitation project and should never give the solution. Some help on API or syntax is good.

4. Summarize attendance to a combined spreadsheet (will be provided) of all students. 1 for attending. 0 for not attending.

5. Summarize the grouping information for each recitation in the column of grouping in the same spreadsheet. The group numbers are 1, 2, 3 etc.. Students of the same group are assigned the same number.

Send the complete sheet to the three instructors after all the sessions in the week.
Please co-ordinate who will be sending the summary sheet. Since Amanda has the last recitation session, I suggest Amanda be the coordinator who sends the summary spreadsheet

to the instructors, ideally on Friday. The instructors may also ask about some feedback, e.g. the students' speed on working on the recitation project. Please monitor the class and provide such information to the extent you can.