

Ozarks Technical Community College

Fall 2020 Course Syllabus

Our mission: *To provide accessible, high quality, and affordable learning opportunities that transform lives and strengthen the communities we serve.*

Our values: *Quality, Inclusion, Integrity, Opportunity, Innovation, Affordability, Accessibility, Collaboration, Personal Growth, Learning, Respect, Professional Growth*

The standards and requirements set forth in this course syllabus may be modified at any time by the college and/or the course instructor. Notice of such changes will be given by announcement in class, or by written or email notice, or by posts in the course Canvas site, or by announcements in the MyOTC portal.

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COURSE INFORMATION

Semester: Fall 2020

Course Title, Number, and Section: CIS 170-102, Java Programming I

Credit Hours: 3, **Lecture:** 2, **Lab:** 1, **Practicum/Clinical:** 0

Class time and location:

Section 102, MW 11:30AM – 1:20PM, NKM104

Course begins: August 24, 2020

Final Exam: December 16, 2020 – 11:00 AM, NKM104

Pandemic Related Information:

There are a few things you need to be aware of that are specific to the Fall 2020 semester, given that we are currently experiencing a pandemic.

1. For seated classes: OTC is following guidance from the Centers for Disease Control, and state and local public health experts. This guidance may cause the college to decide to shift in-person classes to remote delivery. In that event, it is your responsibility to ensure that you have the appropriate technology to fully participate in classes. The [OTC Bookstore](#) has laptops available for purchase.
2. You are required to wear a mask/face covering while you are at an OTC Campus or Center. This is considered a required course material for your seated classes.
3. If you are experiencing [significant symptoms](#) related to COVID-19, do not come to an OTC location.
 - If you do attend class and are displaying symptoms, you may be asked to leave.
 - For information on how to communicate with me, refer to the section on [Communicating with Your Instructor](#).

Our Pivot Plan

Our class will transition to lesson recordings and weekly question and answer sessions via Microsoft Teams if a shift in learning occurs from seated to remote delivery.

Required Materials:



As a participant of this Fall 2020 CIS 170 AutoAccess course, you will be charged \$72.00 for the digital LIANG JAVA course materials if you are still a registered student in the class before the OPT out deadline.

THIS COURSE IS PART OF THE AUTOACCESS PROGRAM AT OTC. YOU CAN ACCESS THE DIGITAL CONTENT FOR THE COURSE THROUGH CANVAS ON THE FIRST DAY OF CLASS AUTOMATICALLY. BY ENROLLING IN THIS COURSE, YOU HAVE AGREED TO ALLOW YOUR STUDENT ACCOUNT TO BE CHARGED FOR THE DIGITAL COURSE MATERIALS. IF YOU WISH TO OPT OUT OF THE AUTOACCESS PROGRAM, PLEASE MAKE SURE THAT YOU DO PURCHASE THE

DIGITAL CONTENT THROUGH ANOTHER MEANS AS IT WILL BE USED EXTENSIVELY THROUGHOUT THE COURSE. Students will have access to Fall 2020 digital content and will be charged an access fee of \$72.00. This charge will be billed to their OTC student charge account. Students may opt-out of the digital access prior to the OPT out deadline date that is emailed to them. If they opt out, their online *access will be turned off* and they will pay nothing. OPT out by emailing autoaccess@otc.edu . Students who drop the course before the OPT out deadline are automatically opted out and will not be charged.

Please feel free to reach out with any questions! to autoaccess@otc.edu or gotts@otc.edu . We have provided some *FAQ's* on our website. <https://otcbookstore.com/autoaccess>

A hardcopy version of the textbook is available as an optional purchase.



ADDITIONAL CIS 170 PRINT COPY INTRO TO JAVA PROG & DATA STRUCTURES COMPREHENSIVE (LOOSE-LEAF)

AUTHOR: Y. DANIEL LIANG

ISBN: 9780134671604

STATUS: OPTIONAL

EDITION: 11

COPYRIGHT: 2018

Mask/Personal Facial Covering is required. Sanitation of keyboard/mouse/desk is recommended before use and mandatory after use.

You will need access to a reliable computer with internet access to complete the requirements for this course. The [OTC Bookstore](#) has laptops available for purchase.

Please refer to [OTC Online for Computer Requirements](#) for minimum personal computer requirements.

Course Prerequisites: Grade of “C” or better in CIS120

Course Corequisites: None

Course Rationale: To introduce the student to object-oriented programming using the Java programming language. Java is a popular programming language for both the server side and networked applications. This course will broaden the student's knowledge base in computer programming making them more employable in the business and professional community.

Course Description: This course is an introduction to object oriented programming using Java. Topics covered are: control structures, classes, objects, encapsulation, polymorphism, run-time type identification, messages, methods, applets, and arrays.

Course Objectives: Course assignments and exams align to and assess a student's mastery of the following objectives:

1. Design, code, document, and debug programs using Java programming techniques.
2. Develop platform independent solutions for software (server side and internet) applications.
3. Code solutions using sequence, decision and repetition control structures.
4. Apply object oriented design techniques of encapsulation, polymorphism, and data abstraction using classes to represent objects.
5. Create applets and stand alone computer programs.
6. Use Internet resources, reference manuals, tutorials, on-line HELP, text and other reference material to resolve questions on function and operation.

Overview of Course Activities: Technical Java coding skills will be developed utilizing the online Revel platform. Students will transition to installed Java development tools to plan, develop, test, troubleshoot and document real world Java applications.

It is your responsibility to communicate with your instructor as soon as possible to discuss any questions or concerns you have with your ability to participate in these course activities.

NOTE: A weekly outline of course lessons and upcoming assignments will be provided by the instructor every Monday at the beginning of class.

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COMMUNICATING WITH YOUR INSTRUCTOR

Instructor: Jacqueline Corley

Office: NKM223D Springfield Campus

- Microsoft Teams Preferred

Phone: 417-447-8812

Email: corleyj@otc.edu

Because of privacy regulations, faculty, staff, and students must use their @otc.edu account for all email communications.

Office Hours:

Monday-Thursday: 7:15 – 7:45AM NKM223D

Wednesdays: 4:00-6:00PM via Microsoft Teams

Thursdays: 2:00-3:00PM NKM223D

NOTES:

- You can download the Microsoft Teams app to your computer, phone, or tablet. Then, login with your OTC student e-mail and password. Once in, please let your instructor know if you do not see the “team” for this course.

- If you need to see me during my office hours, please schedule a time via my e-calendar, so that I can prepare ahead of time for your visit. The times are scheduled in 30 minute sessions, so if you believe you will need more than 30 minutes, please sign up for more than one session. This includes my virtual office hours on Wednesdays. If you will be seeing me in person, please be sure to wear your mask. Here's the direct link to the e-calendar:

<https://InstructorCorley.as.me/>

Class Cancellations or College Closures: In the event that your instructor must cancel a class, an announcement will be posted on the course Canvas site and/or emailed to your OTC email account. In the event of a college closure, you will be notified via your OTC email, by text message, with a posting on the college website (otc.edu), and on OTC's official social media channels.

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GRADES AND RECEIVING FEEDBACK

Grades and feedback will be available through Canvas. Grades will be posted in a timely manner. Please be familiar with Canvas and the Gradebook so that you can ensure that assignments are submitted correctly. Other web based facilities may be required to complete projects.

The course will consist of modules, each consisting of some or all the following components:

- Textbook Reading in Revel: In each unit, you will read a chapter, or several chapters, from the textbook and/or other course materials made available to you. There are resources provided to help you master the skills presented in the textbook, such as:
 - Reading Practice Quizzes: Quiz questions are embedded in the reading assignments in Revel. These quiz questions are designed to measure your understanding of the material in the topic and your ability to apply it to real-world teaching and learning situations.
 - Vocab Terms: Vocabulary terms associated with the topic are defined within Revel. Try the different study modes available. Download the Revel app to your mobile device and study terms when you have a moment available.
 - Practice Activities: Practice is the most important component of your learning process. Practice coding projects are presented in your textbook in each chapter. Chapter projects should be completed as you read the material for the most benefit.
- Coding Projects: Each chapter will include a graded coding project, often in Revel.
- Additional assignments: Occasionally, there will be items that measure comprehension of this syllabus, introductions, and other miscellaneous class items.
- Discussions: Periodically, you will participate in a discussion about educational applications of technology and current issues in the field.
- Quizzes: Each chapter has a Canvas quiz. The quiz may be completed open book.
- Hands On Exams: These projects will give you the chance to apply what you have read about and discussed with your classmates and to demonstrate development of your technical skills and knowledge of current issues in educational technology. Each project will vary in terms of scope, level of technical difficulty, as well as instructor requirements.
- Exams: These exams assess the content covered in each unit. Unit exams will consist of an online Canvas based component. The online exam will be completed with no resources.
- Final Exam: The final exam will be comprehensive of all content covered in this course.
- Study Groups: Groups are assigned at the beginning of the semester and students are strongly encouraged to work effectively with their groups. A collaborative document is created for each group to use for shared technical notes and students may use their shared notes as a resource on exams. Each of the assigned exam hands on projects requires a group video submission of a code review. The code review has a many pronged impact: it encourages the students to explain what they have done, re-enforcing concepts learned; it allows troubleshooting of any bugs encountered; it exposes each student to the ideas and solutions developed by other students; and, it allows students to build a support network of

peers, available for questions and problems they might encounter, giving them a support avenue that may be more accessible at any given moment than the instructor.

Your grade will be comprised of the following categories:

Category	Percent of Total
Assignments	40
Quizzes	10
Unit Exams (3)	30
Final	20

This course uses the following OTC grading guidelines:

100 and 200 level General Education, Technical Education, and Business courses:

A=100%-90%, B=89%-80%, C=79%-70%, D=69%-60%, F=less than 60%

LATE WORK POLICY

Necessary skills in life and your future career are time management and the ability to meet deadlines. I understand “life happens” sometimes, so be sure to speak with me as soon as possible if you have a problem with a deadline. Exceptions may be made with verifiable emergencies/obligations; however, it is your responsibility to speak with me PRIOR to an assignment being due.

- All assignments/projects/exams are due in Canvas by prior to class, on the posted due date
- I do NOT accept any late work. If there is an emergency, late work will be evaluated on a case-by-case basis.
- All work will be turned in via CANVAS.
- Be sure to read ALL the directions and complete assignments accordingly
- Absence is not an acceptable excuse for lateness of assignments due on the day of the absence or for any new work assigned on the day missed. Be sure to submit your assignments in Canvas *prior to the start of class*, and it will be considered submitted on time.
- **DO NOT EMAIL ME ANY ASSIGNMENTS**

CIS Statement Regarding Plagiarism

Computer programming, Web site development, graphic design and numerous other computer-related activities involve as much assembly of existing material as creation of new material. In our industry there is often significant pressure to meet deadlines and save money by finding ways to solve complex problems quickly and efficiently. Because of this, solutions are often copied or reverse-engineered to be applied to new problems. Classroom assignments and projects given to students are intended to be completed as individual efforts to assess a student’s skill and progress.

Unless explicitly directed otherwise, students are expected to base their work on material provided by the instructor, found in the textbook, or developed previously by the student. In many classes, working in a team is part of the exercise, but unless otherwise instructed everything turned in by the student should be their work and theirs alone. Copying material from other sources will be treated as any other incident of academic dishonesty. When in doubt, it is the student's responsibility to clarify the instructions with the instructor before an assignment is turned in.

In this course, cheating of any kind is considered academic dishonesty and will be treated as a serious offense. Penalties may be levied depending on the instructor's perception of how flagrant an offense occurred. These penalties may include a zero on a certain assignment, a zero on all assignments in a unit (since units may be composed of multi-part assignments), a failing grade in the course without opportunity to drop, or even dismissal from the college.

Academic integrity represents one of the most essential elements of the teaching and learning process. All members of the OTC community are expected to fulfill their academic obligations through honest and independent effort. By submitting coursework to your instructor as an OTC student, you pledge that the work is truly your own.

Violations of academic integrity—which include but are not limited to cheating, collusion, plagiarism, and other forms of academic misconduct—damage your personal character and thwart your instructors' ability to promote your learning. As an OTC student, you are responsible for knowing and following the College's policies and procedures regarding academic integrity. These guidelines and more information related to academic integrity are available in the Student Handbook, on the OTC Academic Integrity Web page, and in College Policy 5.15.

The College recognizes that academic integrity is complex and can be confusing. Therefore, you are obligated to review these information sources carefully and to seek needed clarification from your instructor concerning questions of collaborative work, citation of sources, or other issues related to academic integrity.

Personal Electronic Device Policy

Students are not permitted to use any type of personal electronic device during class time. All electronic devices (phone, tablet, laptop, etc.) must be turned off during the instructional period and out of sight. If a student receives permission by school administration or the instructor to use an electronic device, it shall not disrupt the educational program. Unauthorized use of such devices disrupts the instructional program and distracts from the learning environment, therefore unauthorized use is grounds for removal from the classroom. Violation of this policy can and will cause your removal from the class for that instructional period. Work or points missed due to this dismissal will be forfeited. Continued violations may result in your removal from the course.

Technology Requirements

Technology utilized in the course is available on OTC computers in the classroom and in the [OTC Tutoring Lab](#). If you wish to complete classwork on your own computer, the following requirements must be met:

Windows computer (7 or above, Windows 10 is recommended)

- i. Internet access (cable or DSL highly recommended)
- ii. Internet Explorer, Google Chrome or Firefox web browser
- iii. Java Development Kit (JDK) Installed
- iv. Java Integrated Development Environment

The required software is available to you free of charge and should be installed as soon as possible. Please **see the course Setup module for more information** and video instruction on these tools. Basic instructions are included here.

Java Development Kit (JDK) installation is required for Java development. Open JDK 14 is recommended. Download the installer here: <https://www.oracle.com/java/technologies/javase-downloads.html>

Java Integrated Development Environment. Many IDE's are available for Java, and you may choose to use a different IDE than the recommended. Apache NetBeans 12.0 is recommended. Download the installer here: <https://netbeans.apache.org/download/nb120/nb120.html>

Lacking availability of some of the necessary requirements? You can use the OTC Remote option (see <https://helpdesk.otc.edu/TDClient/62/Portal/KB/ArticleDet?ID=32>). Computer labs will be available at OTC. Use the RDWeb option to access the required software from computer lab systems.

NOTE: You can also use an online IDE called OnlineGDB in order to save work completed in class or notes from the readings and/or programming-related homework. That website is <https://www.onlinegdb.com>. We may use this website periodically throughout the course.

Expectations

- Full Participation: We will be learning new skills continuously so every day will be critical to your success. Later classes will build upon these skills. Your success in the course will depend upon your keeping up with the class and understanding the material as it is covered.
- Timely Work: Projects must be turned in by their due date to receive full credit. Assignment deadlines are 11:59 central time on the due date specified, as time stamped by Canvas and/or the web server. Extensions or special accommodations will be considered on an individual basis in cases of emergency only. You will need to let me know as soon as possible. Penalties will be applied to late assignments.
- No make-up exams will be allowed. The exam must be completed during the availability window. Use the chapter practice tests to prepare. The validity of quiz/exam questions may be challenged

from a practice test only.

- Academic Integrity: Cheating on an exam or project will result in 0 points and could mean failure in the course. You will receive credit for your work only. Do not turn in someone else's work or use someone else's work for credit.
- Email: All participants in this course should check their OTC email regularly. The instructor will make every effort to respond to email queries in a timely manner.
- Microsoft Teams: All participants in this course should get access to Microsoft Teams. Microsoft Teams facilitates communications by allowing all students to easily see messages and/or past class session times.
- Project Submissions: All projects must be submitted as instructed via Canvas. Unless otherwise specified, assignments will not be opened or graded through email attachment. Failure to turn in your work per this procedure will mean that it does not get graded and you will not receive credit.

Canvas will be utilized extensively so please seek help from the OTC Help Desk or online Canvas videos if you are unfamiliar with its use.

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ATTENDANCE

You are expected to be present for your scheduled classes and labs. Regular attendance and participation are required. Students 'attend' online classes by viewing supplied instructor videos and they 'participate' by following along with coding demonstrations and checking for and completing required Canvas assignments.

Timeliness is one of the critically important classroom expectations. In an online environment, timeliness is mainly measured by meeting Canvas assignment due dates. Assignments turned in promptly notify the instructor that the student is participating.

See [OTC Policy 2.61](#) for further information.

NOTE: Excused absences will be evaluated on a case-by-case basis. Students may be tardy without penalty twice throughout this course. After that, a tardy will be counted as absent. Students must speak with the instructor for any questions or concerns regarding this matter.

ADMINISTRATIVE WITHDRAWAL

It is the policy of the College that students will be [administratively withdrawn](#) from a course due to lack of attendance in seated classes or non-participation in online classes.

Your instructor will administratively withdraw you from this class if you have not attended the class for 14 consecutive calendar days.

When the college does not conduct classes for five (5) consecutive calendar days, these days will not count toward the 14 days (e.g., Thanksgiving Break).

Your instructor may re-enroll you after you have been administratively withdrawn, if you and your instructor are able to develop a plan of action for academic success.

Please note: Non-attendance and withdrawal from a course may reduce the amount of financial aid you receive, delay your graduation, or necessitate repayment of aid you have already received and does not relieve you of your obligation to pay the tuition and fees due to the college.

See [OTC Policy 2.64](#) for further information.

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ACADEMIC GRIEVANCE PROCEDURE

Your instructor should be your first point of contact and support for any questions or concerns you have about this course. If you cannot resolve your questions or concerns through your instructor, or do not feel comfortable speaking with your instructor, then you should then contact:

- Department Chair, Dr. Tiffany Ford, fordt@otc.edu, 417-447-8296
- Dean, Dr. Robyn Gordon, gordonro@otc.edu, 417-447-6970

If a complaint cannot be readily resolved through these channels, students should follow the grievance procedures detailed in [OTC Policy 2.62](#) that are further explained [on this site](#).

All students can contact the Academic Ombudsperson at ombud@otc.edu for assistance in working through and resolving academic related questions, problems and conflicts. The Academic Ombudsperson is a neutral party working to ensure that fairness and equity are upheld in decision-making processes. For more information, visit the [Academic Ombudsperson website](#).

Veterans can also contact the [contact the Veterans and Military Services office](#) for any questions or concerns.

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ACADEMIC INTEGRITY

Integrity is a Core Value at OTC. OTC promotes and enforces a culture of academic integrity. Students are expected to behave as responsible members of the college community and to be honest and ethical in their academic work. A student assumes full responsibility for the content and integrity of course work they submit.

Students should read [OTC Policy 5.24](#) to learn more about

- student responsibilities regarding Academic Integrity

- the consequences of committing an Academic Integrity violation

This information, along with other resources can also be found on the [Academic Integrity Resources Website](#)

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RELATED COLLEGE RESOURCES

Please visit the [Related College Resources page on the Academic Services website](#) for information on these important topics:

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- Academic Assistance
 - Anti-Discrimination Statement
 - Computer Use Expectations and Requirements
 - Copyright Infringement
 - Counseling Resources

- Disability Support Services
- Dropping the Course
- LGBTQ+ Resources
- OTC Cares and the Behavioral Intervention Team (BIT)
- OTC's Commitment to Safe Learning Environments
- Pregnant and Parenting Student Resources
- Proctoring Resources

- Safety in the Classroom and Crisis Plans
- SARA (State Authorization for Distance Education)
- Sexual and Interpersonal Violence Prevention
- Standards of Student Conduct
- Student Needs Resources
- Title IX Resources

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