Course number, Course CRN, COURSE TITLE
CIS 3331 – 60067 – Visual Basic Programming
Summer 2019
Texas A&M University-Central Texas

COURSE DATES, MODALITY, AND LOCATION
Course dates: June 3rd – July 26th
Class meeting location: Founder's Hall 307
Class meeting day and time: Tuesdays and Thursday, 11:00 AM to 1:45 PM

This a face-to-face course that makes extensive use of the TAMUCT Canvas Learning Management System (https://tamuct.instructure.com). The course syllabus, schedule, supplemental readings, class announcements, power point slides, learning modules, homework assignments, exams and other course related documents will be posted on Canvas. Each student is responsible for the posted material and should check Canvas several times a week for updates.

INSTRUCTOR AND CONTACT INFORMATION
Instructor: Dr. Rahul Dwivedi
Office: FH 323N
Phone: 254 – 519 – 5724 (Office)
Email: *Preferred email – rahul.dwivedi@tamuct.edu or Canvas "Inbox". Email is the preferred mode of communication.*

Office Hours:
Tuesdays, Thursdays: 9:45 AM to 10:45 AM
Wednesdays: 12 noon to 5 PM
Also, by appointment.

Student-instructor interaction:
I typically respond to Canvas email within 24 hours except on weekends. Email is the best mode of communication (avoid phone calls or voice messages).

Warrior Shield:
Emergency Warning System for Texas A&M University-Central Texas Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.

Connect to Warrior Shield by 911Cellular [https://portal.publicsafetycloud.net/Account/Login] to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Course Overview and description: CIS 3331 is an enhanced coverage of visual application development using Visual Basic and the native integrated development environment. This course covers logic, working with forms, sequential and direct file access, scope and visibility rules, and numerous additional Visual Basic topics. The student will analyze and program several problems.

Course Objective: The objectives of this course offering are to introduce computer programming. It is designed for students who have no prior programming background. The student will not only learn how to use the various controls, constructs, and features of Visual Basic, but also learn why and when to use them.

Student Learning Outcomes:

- Demonstrate the knowledge of the Visual Studio .NET Integrated Development Environment.
- Define and contrast low-level and high-level programming languages.
- Discuss the differences between event driven programming and procedural programming.
- Discuss how procedures are used to allow application modularity.
- Distinguish between function procedures and sub procedures.
- List the built-in data types of VB and demonstrate their use.
- List the arithmetic and relational operators and demonstrate their use.
- Discuss the importance of using comments in code.
- Discuss the importance of the debugger and breakpoints.
- Discuss and demonstrate Graphical User Interface design guidelines.
- Discuss and demonstrate the use of variables and variable scope.
- Discuss and demonstrate passing arguments by value and by reference.
- Discuss and demonstrate the use of Visual Basic statements.
- Discuss and demonstrate the use of Arrays.
- Discuss and demonstrate the use of Strings.

Competency Goals Statements (certification or standards):
None.

Required Reading and Textbook(s):

Authors: Gaddis, Tony and Kip Irvine
Book: Starting Out with Visual Basic, 7th Edition
Editor: Pearson
ISBN: 978-0-13-440015-0
Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Supplemental Material: The course textbook will be supplemented with other materials which may include programming handouts, oral presentations, industry articles, research paper readings, power point presentations etc.

Required Reading: The student is expected to read and review all material presented in the assigned chapter prior to class.

Required Software: Visual Studio 2017 is available to students at no cost through Microsoft Imagine (formerly: Dreamspark) or through Visual Studio 2017 community. To setup a Microsoft Imagine account, visit the computer lab in Warrior Hall.

COURSE REQUIREMENTS

Reading Assignments (optional though expected): All assigned chapters will be used as basis for class discussions. Students are expected to study the assigned readings before each class session.

Homework assignments: There will be three homework assignments (approximately one homework every two weeks). Each homework assignment is worth 10 points. Assignments will typically be available on Canvas for two weeks. Multiple attempts are not allowed. If an assignment has multiple files (which will mostly be the case in this class), you are required to "zip" the files prior to submission via Canvas. Each late submit will deduct 2.5 point for each day i.e. you will not receive any points after 4 days of submission deadline. You are strictly required to submit everything via Canvas (no email submissions will be accepted). Home works are due on the mid night (11:59 PM) of the due date.

In class programming problem assignment: Every two weeks, one or two programming problems will be assigned in-class, which needs to be submitted by the end of the same day i.e. by mid-night (11:59 PM). There will be three such in-class programming sessions each worth 10 points. Students are expected to attempt / complete the programming problem(s) themselves. The programming sessions will be open book / open notes. If you miss a class without informing me beforehand via email about your absence, without proper explanation (such as illness or unforeseen circumstances), you will not get any points. In other words, in-class presence is mandatory to get points for in-class program problem assignments. Late submissions will not be accepted for in-class programming assignments and they will only be available till mid-night of the day they are assigned.

Exams: There will be two exams. Each exam is worth 20 points. The midterm exam will cover chapters 1 to 4 and the final exam will cover chapters 5 to 7. Thus, the final exam is not comprehensive. The exams will be open book / open notes. There will be three to four programming problems to be completed within the class duration of approximately 165 minutes. The exams will be in-class and you are required to be physically present in the class to take the exams. Missed examinations will receive a grade of zero without proper notification and

justifications (such as illness or unforeseen circumstances). Only students who present a compelling and documented explanation to the instructor may arrange for a make-up examination. The make-up exams must be taken in instructor's office around the same time (i.e. same week) as other students taking in-class exam.

NOTE: You will earn partial credits for incomplete programming problems submits throughout the semester. Also note that there will be no extra credits or grade curve at the end of the semester. You will receive the grade you earned. There will be no rounding off whatsoever neither for individual submissions or final grade points.

Grading Criteria Rubric and Conversion

Item	Quantity	Points possible / Percentage of total grade for each	Total Percentage	Comments
In-class programming problem assignments	**3**	**10**	**30**	**Due by the end of same day as assigned. No late submits permitted.**
Homework assignments	**3**	**10**	**30**	**Due two weeks after assigned. Late submits up to 5 days accepted.**
Midterm exam	**1**	**20**	**20**	**In-class. Open book / open notes.**
Final exam	**1**	**20**	**20**	**In-class. Open book / open notes.**

Exams and homework assignments will receive a numeric score (0-100) each. These scores will be converted to points and totaled to ultimately be converted to letter grade of A, B, C, D, or F as shown in the example below:

Item	Percent earned by student	Maximum points possible	Points / percentage earned by students to be added to compute final letter grade
In-class programming problem # 1	80 %	10	8
In-class programming problem # 2	85 %	10	8.5
In-class programming problem # 3	90 %	10	9
Homework # 1	100 %	10	10
Homework # 2	90 %	10	9
Homework # 3	95 %	10	9.5
Mid-term exam	90 %	20	18
Final exam	86 %	20	17.2

89.5 – 100 = A
79.5 – 89.49999 = B
69.5 – 79.49999 = C
59.5 – 69.49999 = D
Below 59.5 = F
Grades will neither be curved nor be rounded off (in the above example, the student with 89.2 will receive a B NOT an A).

Posting of Grades

All student grades will be posted on the Canvas Grade Book and students should monitor their grading status through this tool. Grades will be posted within 10 days after the due date.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar*

Week	Date	Chapter(s)	Homework Assignments
1	4th June	Syllabus and Chapter # 1	
	6th June	Chapter # 2	Homework # 1 available (based on chapters 1 and 2)
June 10th – Deadline to drop 8-week class with no record			
2	11th June	Chapter # 2 and Chapter # 3	In-class exercise # 1 due. Homework # 2 available (based on chapters 3 and 4)
	13th June	Chapter # 3	
3	18th June	Chapter # 4	In-class exercise # 2 due
	20th June	Chapter # 4	Homework # 1 due
4	25th June	Mid-term exam review (practice in-class midterm exam)	Homework # 2 due
	27th June	Mid-term exam (chapters 1,2,3 and 4)	In-class midterm exam (open book / open notes).
5	2nd July	Chapter # 5	
4th July - No Class (UNIVERSITY CLOSED)			
6	9th July	Chapter # 5	In-class exercise # 3 due
	11th July	Chapter # 6	Homework # 3 available (based on chapters 5 and 6)
July 12th – Deadline to drop 8-week classes with a quit (Q) or withdraw (W)			
7	16th July	Chapter # 6	
	18th July	Chapter # 7	
8	23rd July	Chapter # 7	Ungraded practice final exam available via Canvas.
	25th July	Final Exam (chapters 5,6 and 7)	Homework # 3 due. In-class final exam (open book / open notes).

*Tentative and subject to change

Important University Dates:
Refer to University Academic Calendar: https://www.tamuct.edu/registrar/academic-calendar-18-19.html#summer2019

TECHNOLOGY REQUIREMENTS AND SUPPORT

As mentioned previously, the purpose of this course is to introduce students to programming via a specific programming language and programming environment. Free version of Visual Studio needs to be downloaded and installed via Microsoft's Imagine free student account available to TAMUCT students.

Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

    Username: Your MyCT email address. Password: Your MyCT password

Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.
For issues related to course content and requirements, contact your instructor.

Other Technology Support

For log-in problems, students should contact Help Desk Central.
24 hours a day, 7 days a week:
       Email: helpdesk@tamu.edu
       Phone: (254) 519-5466
       Web Chat: [http://hdc.tamu.edu]
Please let the support technician know you are an A&M-Central Texas student.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy.

If you discover that you need to drop this class, you must complete a Drop Request Form [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-

UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student's academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student's work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university's Office of Student Conduct. Ignorance of the university's standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the Student Conduct process, [https://tamuct.campuslabs.com/engage/organization/tamuct-student-conduct-panel].
If you know of potential honor violations by other students, you may submit a report, [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our Access & Inclusion Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

Important information for Pregnant and/or Parenting Students.

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the Student Affairs web page [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender–including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at deeadra.albertgreen@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive FREE online tutoring support. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

University Writing Center.

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-4:00 p.m. Monday thru Thursday with online only hours Monday thru Thursday from 6:00-9:00 p.m.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process.

While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via WCOnline. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [http://tamuct.libguides.com/index].

OPTIONAL POLICY STATEMENTS:

A Note about Sexual Violence at A&M-Central Texas
Sexual violence is a serious safety, social justice, and public health issue. The university offers

support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [https://www.tamuct.edu/departments/compliance/titleix.php].

Behavioral Intervention

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, who are exhibiting behaviors that pose a threat to safety, or individuals causing a significant disruption to our community, please make a referral to the Behavioral Intervention Team. You can complete the referral online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.

INSTRUCTOR POLICIES.

Policies related to absence, grading, etc.

- You are responsible for all class material presented during an absence.
- All work must be submitted through Canvas and due on the mid night (11:59 PM) of specified due date/time.
- Late penalties will be applied to items submitted after due dates. Refer to late policy for homework assignments above

My personal statement
- You will receive feedback in the form of graded assignments within 10 days after the due date.
- I want you to read the feedback that I provide to you (your personal grading notes and Canvas emails).
- I am almost always available via email and typically respond within 24 hours except on weekends.
- I prefer email over phone conversations.
- I reserve the right to modify the course syllabus during the semester for the benefit of the students.
- I reserve the right to supplement materials presented in the text with additional course material that may help the students to understand the topic better.
- I reserve the right to modify grading policy rubrics. Any change(s) to grading rubrics will be applied to current and possible future assignments.

Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.