


CSC 3021 Syllabus

 <p>POINT LOMA NAZARENE UNIVERSITY</p>	<p>Mathematical, Information, and Computer Sciences</p> <p>CSC 3021: Computational Tools</p> <p>Units: 1</p> <p>Meeting: TR 12:25-1:20 Sator 116 Conference Room</p>
<p>Fall 2022 August 29-October 23</p>	

Instructor: Dr. Mike Leih, Ph.D.

Phone: 619.849.4008

Email: mleih@pointloma.edu

Dr. Leih is available at these times for Office Hours:

M,T,W 1:30pm - 3:30pm (Except on occasion when other activities have been unavoidable - Check google calendar for current office hours each week)

Anytime as needed and I am available via Zoom. Please check google calendar to find an available time and request a meeting.

PLNU Mission

To Teach ~ To Shape ~ To Send

Point Loma Nazarene University exists to provide higher education in a vital Christian community where minds are engaged and challenged, character is modeled and formed, and service is an expression of faith. Being of Wesleyan heritage, we strive to be a learning community where grace is foundational, truth is pursued, and holiness is a way of life.

Department Mission

The Mathematical, Information, and Computer Sciences department at Point Loma Nazarene University is committed to maintaining a curriculum that provides its students with the tools to be productive, the passion to continue learning, and Christian perspectives to provide a basis for making sound value judgments.

COURSE DESCRIPTION

A brief introduction to a variety of computing tools for students already competent in computer programming. Students will gain experience in using Excel with VBA, Visual Basic, Microsoft Access, HTML and JavaScript. The goal of this course is to help expand student awareness of available computing tools and the strengths and weaknesses of each.

COURSE ORGANIZATION

Class time will be a mixture of discussion and lab time. The majority of points earned in the course will be a result of coming to class prepared to participate and completed lab work that can be demonstrated in class.

COURSE LEARNING OUTCOMES

1. Students will understand how data is used in their specific scientific field
2. Students will be able to recommend the correct data management tool (spreadsheet, flat file, database, ETL process, ...) to use for a particular scientific application
3. Students will be able to build a basic RDBMS and create basic queries
4. Students will gain practice loading and configuring software
5. Students will be able to recognize unclean data and make informed choices on how to clean it
6. Students will consider ethical issues with data management

REQUIRED TEXTS AND RECOMMENDED STUDY RESOURCES

Reading and study material will be provided in class.

COURSE CREDIT HOUR INFORMATION

In the interest of providing sufficient time to accomplish the stated Course Learning Outcomes, this class meets the PLNU credit hour policy for a 2 unit course delivered over 15 weeks. Specific details about how the class meets the credit hour requirement can be provided upon request. (Based on 37.5 hours of student engagement per credit hour.)

Distribution of Student Learning Hours

Assignment	Hours
Online Videos, Reading and Labs	15
Lectures and class activities	15
Submitted work	5

Assignment	Hours
Written Exams and quizzes including preparation	2.5
Total	37.5

ASSESSMENT AND GRADING

Graded Components

Prepared for Class: Before each class sessions, students will be given work to complete and concepts to research as part of class participation. Students who attend class and can demonstrate their respective assigned activates in class will be awarded full credit for class on that day. Students who are not fully prepared will earn less than full credit and possibly no credit for the class session. A missed class session will result in zero points for the day. Each Quad students will be given two grace days where they may choose to earn full credit for a day they might not have been able to fully prepare for or a day which they missed class.

Tests: There will be a test given after each major module in the course. These tests will be assessed and reviewed and assist students in preparing the Midterm and Final exam.

Final Exam: The Final Exam is scheduled for **October 20 during normal class time** and will cover all lecture, discussion, and lab material to that point. These may have “how-to” questions on them, but will also ask questions about the appropriateness or ethical use of a particular tool. If you will miss the midterm for a school function, you must arrange to take it in advance. If you miss the exam without giving prior notice, there is a good chance you will receive a zero unless, of course, there was clearly an emergency.

Grading Distribution	Percent
Class participation and Assignments	60
Tests	15
Final Exam	25

Total	100
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Grading Scale

Approximate minimal percentages required to obtain a given grade are:

Standard Grade Scale Based on Percentages					
	A	B	C	D	F
+		87- 89.9	77-79.9	67-69.9	
	93 -100	83-86.9	73-76.9	63 -66.9	0-59.9
-	90-92.9	80-82.9	70-72.9	60-62.9	

STATE AUTHORIZATION

State authorization is a formal determination by a state that Point Loma Nazarene University is approved to conduct activities regulated by that state. In certain states outside California, Point Loma Nazarene University is not authorized to enroll online (distance education) students. If a student moves to another state after admission to the program and/or enrollment in an online course, continuation within the program and/or course will depend on whether Point Loma Nazarene University is authorized to offer distance education courses in that state. It is the student's responsibility to notify the institution of any change in his or her physical location. Refer to the map on [State Authorization \(https://www.pointloma.edu/offices/office-institutional-effectiveness-research/disclosures\)](https://www.pointloma.edu/offices/office-institutional-effectiveness-research/disclosures) to view which states allow online (distance education) outside of California.

INCOMPLETES AND LATE ASSIGNMENTS

All assignments are to be submitted/turned in by the date indicated on Canvas. Incompletes will only be assigned in extremely unusual circumstances.

PLNU COPYRIGHT POLICY

Point Loma Nazarene University, as a non-profit educational institution, is entitled by law to use materials protected by the US Copyright Act for classroom education. Any use of those materials outside the class may violate the law.

PLNU ACADEMIC HONESTY POLICY

Students should demonstrate academic honesty by doing original work and by giving appropriate credit to the ideas of others. Academic dishonesty is the act of presenting information, ideas, and/or

concepts as one's own when in reality they are the results of another person's creativity and effort. A faculty member who believes a situation involving academic dishonesty has been detected may assign a failing grade for that assignment or examination, or, depending on the seriousness of the offense, for the course. Faculty should follow and students may appeal using the procedure in the university Catalog. See **Academic Policies** (<http://catalog.pointloma.edu/content.php?catoid=18&navoid=1278>) for definitions of kinds of academic dishonesty and for further policy information.

PLNU ACADEMIC ACCOMMODATIONS POLICY

PLNU is committed to providing equal opportunity for participation in all its programs, services, and activities. Students with disabilities may request course-related accommodations by contacting the Educational Access Center (EAC), located in the Bond Academic Center (EAC@pointloma.edu (<mailto:EAC@pointloma.edu>) or 619-849-2486). Once a student's eligibility for an accommodation has been determined, the EAC will issue an academic accommodation plan ("AP") to all faculty who teach courses in which the student is enrolled each semester.

PLNU highly recommends that students speak with their professors during the first two weeks of each semester/term about the implementation of their AP in that particular course and/or if they do not wish to utilize some or all of the elements of their AP in that course.

Students who need accommodations for a disability should contact the EAC as early as possible (i.e., ideally before the beginning of the semester) to assure appropriate accommodations can be provided. It is the student's responsibility to make the first contact with the EAC.

PLNU ATTENDANCE AND PARTICIPATION POLICY

Regular and punctual attendance at all class sessions is considered essential to optimum academic achievement. If the student is absent for more than 10 percent of class sessions, the faculty member will issue a written warning of de-enrollment. If the absences exceed 20 percent, the student may be de-enrolled without notice until the university drop date or, after that date, receive the appropriate grade for their work and participation.

FINAL EXAM DATE AND TIME

The final exam date and time is set by the university at the beginning of the semester and may not be changed by the instructor. This schedule can be found on the university website and in the course calendar. No requests for early examinations will be approved. Only in the case that a student is required to take three exams during the same day of finals week, is an instructor authorized to consider changing the exam date and time for that particular student.

CLASS ENROLLMENT:

It is the student's responsibility to maintain his/her class schedule. Should the need arise to drop this course (personal emergencies, poor performance, etc.), the student has the responsibility to follow through (provided the drop date meets the stated calendar deadline established by the university), not the instructor. Simply ceasing to attend this course or failing to follow through to arrange for a change of registration (drop/add) may easily result in a grade of F on the official transcript.

SPIRITUAL CARE

Please be aware PLNU strives to be a place where you grow as whole persons. To this end, we provide resources for our students to encounter God and grow in their Christian faith. If students have questions, a desire to meet with the chaplain or have prayer requests you can contact the **Office of Spiritual Development** [_\(https://www.pointloma.edu/offices/spiritual-development\)](https://www.pointloma.edu/offices/spiritual-development)

Expected Schedule

Wk	Week of	Tuesday	Thursday
1	8/29/2022		First class
2	9/5/2022	Excel DM - week 1 and 2	Excel DM - week 1 and 2
3	9/12/2022	Excel DM - week 3 and 4	Excel DM - week 3 and 4
4	9/19/2022	Excel DM - week 5 and 6	Excel DM - week 5 and 6
5	9/26/2022	Excel DM exam and wrap up	AWS DA Introduction and SQL
6	10/3/2022	AWS DA - Lab 1-4	AWS DA - Lab 1-4
7	10/10/2022	AWS DA - Lab 5-8	AWS DA - Lab 5-8
8	10/17/2022	AWS DA exam and wrap up	Final Exam