

## COURSE INFORMATION SHEET - JAVA PROGRAMMING

### Take Advantage of Resources

- Use your binder, web resources, and the on-line schedule regularly. This is an open-note class! You should be developing your own Java Manual (your binder) that will include **your** programs, **your** notes, and handouts given to you in class. **DO NOT PUT OTHER PUBLISHED MATERIAL IN YOUR BINDER.** Resources available on the course web site will include readings (from our on-line textbook), many of our homework assignments (including reading questions and practice quizzes & tests), and example programs.
- Use class time appropriately to complete class objectives, learn skills, and participate. No access to food, music, cell phones, or other technology will be allowed. If you need to drink water, you may do so only in the classroom doorway.
- Much of class time is work time. It is intended that most, if not all, of the programming assignments will be completed in class. Use time efficiently by planning ahead, working around problems, discussing problems with peers, and asking your teacher for assistance.
- Come to tutorial or office hours for extra work time, assistance, or to **PLAN AHEAD** prior to absences.
- Join one of the several computer science clubs on campus if you like to learn more, try some cool apps, and/or participate in hack-a-thons.

### Use of School Computers

- Back up your computer files regularly by e-mailing via SquirrelMail. Computers may not be functional occasionally. There is no printer connected directly to your lab computer.
- Computers are to be used with the utmost respect. **Any mishandling or inappropriate use, including use that indicates: intent to damage; change hardware or software (including moving cables, power sources, mice, or keyboards and importing of alternate text editors); alter global parameters that could affect other users; or digital communication with other users; is unacceptable. Any of these behaviors may result in expulsion from class with a grade of 'F.'**
- Notify your teacher if the computer "behaves" abnormally. **You are not allowed to turn anything on/off other than the monitor.**
- Your computer account is semi-private and not 100% secure. **Never give out your password to ANYONE and ALWAYS log out before leaving the lab.** Your teacher has access to your account including e-mail and command-line history. This access may be used to log into your account to grade your programs. Suspicious or inappropriate use of your account may result in expulsion from class with a grade of 'F.'
- No programs should reference explicit material associated with violence, sexuality, or illegal activity. **You are not allowed to use SquirrelMail to import games or other peoples' programs to your account.**
- **Your full attention will be requested and expected several times in class; use of a computer during this time may result in you not being allowed to use the computer for the remaining class period.**
- **Never modify the behavior of your computer such that it will impact the next student using it.**
- **Do not touch another person's computers or peripherals.**
- **Use of software to deliberately: access areas beyond your personal account (e.g. root or bash – Per the Linux Worksheet you will receive the first week of this class, you should be working in directories below "<loginName>" in the hierarchical file structure); change system performance; or cause systems to crash or become overloaded; may result in expulsion from class and denial of a computer account at MVHS.**
- You are not allowed to use a mobile computer (laptop, tablet, phone) in class unless your teacher gives you permission on any particular day.

### Classwork

- Most assignments in this class are independent. Use **YOUR BRAIN** and **DO YOUR OWN WORK!** Always plan ahead (pseudocode, documentation, diagramming) and thoroughly understand your code. Your teacher may ask you questions about your work to determine your grade. **DO NOT USE STRUCTURES OR CODE NOT TAUGHT IN CLASS!**
- You may ask others for advice and assistance, but you are responsible for all work that you submit. **ALWAYS** acknowledge the sources of ideas that are not your own, in a full bibliographic format. **NEVER** use the words of someone else. Under no circumstances should any of your work be plagiarized, with common variable names and initial values, identical structures and layout, or other likenesses that are not reasonably justified (ask your teacher if you have a doubt).
  - i. **NEVER** provide other students with access to your digital files or allow other students to read and/or copy portions of your files.
  - ii. **Do not use methods, classes, or terms in your programs that have not been taught in class.** If you receive help from another programmer who provides a new method not known to you, and you cannot reason how to **NOT** use this method in your code, please see your teacher.
  - iii. Correct citation must always include a full bibliography. Use the guide in your planner or <http://citationmachine.net> to assist you in doing this. Include this citation in documentation at the top of your program.
  - iv. School and district policies on plagiarism, academic code violations, and technology use are upheld in this class. The extremes are: First offense = zero on assignment and 10% reduction in class grade, second offense = expulsion from class with a grade of 'F.' Offenses are cumulative across **ALL** of your courses.

## Assessments

Most, if not all, assessments are independent (individual quizzes, tests, final exam). Cheating is subject to the same consequences as plagiarism, according to school and district policy. To avoid suspicion/consequences, do not:

1. Communicate in any way with other students during an assessment until ALL students have turned it in;
2. Share resources (like calculators, erasers) with others during an assessment;
3. Make your paper or other tools visible to others during an assessment;
4. Look at other students or their papers/supplies during an assessment;
5. Make noises to draw attention to yourself during an assessment;
6. Provide tips, questions, answers, or any other information about assessments to peers before all students in all classes have had the opportunity to complete the assessment.

## Stick to the Schedule

- Come to class on time and attend for the full class period. Ten cuts OR ten tardies = expulsion from class.
- Deadlines are the same for EVERYONE, regardless of if you are tardy or absent to class. If you would like an exception to this rule, you must request this exception in person or writing, at least two school days (48 hours) before the deadline. Your teacher is notoriously generous but is not notoriously forgiving, regarding this rule. The only global exception is if you are unexpectedly absent due to illness or emergency; your work is due immediately upon return, and you must make up missed assessments immediately upon return to school, unless you make other arrangements with your teacher via e-mail.
- You are permitted **2 late passes for 1 day late** (each), applied to each semester. Your teacher will keep track of these for you; indicate when you would like to use each by writing "Late Pass" at the top of the assignment when it is turned in.

## Be Organized

- Use a 1-inch 3-ring binder for notes, handouts, and scratch paper, and always bring this to class with a writing implement. Optional supplies include a highlighter, colored pen, and simple calculator.
- Keep track of your stuff! It is your responsibility to keep track of your supplies & class materials, to submit assignments on time and to retrieve them after they have been graded.
- Check your grades regularly and report to your teacher any concerns/issues immediately.

## Grading Policies

- Your grade is weighted according to the following equations:

Let e = Exam Component (30%)

Let k = Classwork/Homework Component (30% or 20%)

Let f = Final Component (15%)

Let g = Game in Three Weeks Project (15%)

Let p = Participation and Group Work Component (5%)

Let z = Quiz Component (20% or 15%)

**Semester 1:  $30e + 30k + 5p + 15f + 20z = \text{total grade}$  Semester 2:  $30e + 20k + 5p + 15f + 15g + 15z = \text{total grade}$**

- There are no re-takes for assessments you did poorly on.
- Late work? Use a late pass OR receive 20% reduction in total possible points per day late, beginning on the day it should have been turned in on time. After 3 school days (NOT necessarily class days), the assignment will be worth 0.1 points only.
- Unexcused absences or tardies may result in no credit for assignments/assessments.
- You get 3 bathroom passes and 3 "free" tardies for the semester. Exceeding those will lower your participation grade.
- If you have an unexpected, excused absence, you must make up in-class assessments (quizzes, tests, finals, and required labs) the day you return TO SCHOOL. After this initial day of return, the total possible points for this make-up reduce by 10% each school day for up to 3 days. ONLY IF you arrange for a make-up ahead of time, you may have up to 3 days to complete the assessment.
- If your second semester grade is at least 2 letter grades better than your first semester grade, as long as there were no academic violations, your first semester grade will be increased by one letter grade.

Please read and share this Course Information Sheet with your parents. By signing, you indicate that you understand its contents and agree to its policies. If not, please contact your teacher prior to signing. The signed Course Information Sheet should be in your Java binder throughout the entire school year.

Printed Name of Student: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Parent: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_