

H. COUNCILL TRENHOLM STATE TECHNICAL COLLEGE
COURSE SYLLABUS

Computer Information Systems, Patterson Campus
FALL Semester 2010 (20 August – 16 December, 2010)

Dates of Attendance, Conferences, and Holidays Posted on Calendar of Events (See p.2)

COURSE NUMBER AND NAME: DPT291- Case Study in Computer Science, Call #56029
MEETING DAYS/TIMES: **Class Meeting/Support:** Monday, 12:30 – 3:30pm (Add-hoc as needed)
COURSE LOCATION: Bldg. E, Room E101A , **Blended Class (Attendance/Material in Moodle)**

INSTRUCTOR: Dr. Ken Scott, Sr. Instructor, CIS; Director, Cisco Regional Network Academy
OFFICE HOURS AND LOCATION: Office Hours Posted on Door; Office, Bldg. E, Rm. E101M (see p. 10)
TELEPHONE NUMBER: Office: 334.420.4392; (Home: 334.279.6480); Cell (emergencies) 334.312.4751
E-MAIL ADDRESS: Office: kscott@trenholmstate.edu; Alternate: skinner777@knology.net
MOODLE ACCESS/LIBRARY: <http://www.trenholmstate.edu/> (Problems with Moodle: Contact Ms. Rudolph at 420-4353 or rrudolph@trenholmstate.edu.)

COURSE DESCRIPTION: This course allows (strongly supports & encourages) independent study under the (*cooperative*) direction of an instructor (facilitator). Topics to be included in the course material will be approved by the instructor (facilitator) prior to or at the beginning of the class. Upon completion, the student (life-long learner) will be able to *demonstrate knowledge* of the topics as specified by the instructor (facilitator).

CREDIT HOURS: 3 **CONTACT HOURS:** 3 **PREREQUISITE:** Motivation to Learn, **Solid Work Ethic**
REQUIRED MATERIALS: Flash Drive, Three-Ring Notebook, Materials or Web Resources as Directed;

COURSE PARTICIPATION POLICY: Each student is encouraged to participate in all assigned course activities. In order to receive credit for a course, a student must attend 85% of the scheduled class meetings. Instructors must unofficially withdraw (W) students who are absent in excess of 15% of the scheduled class meetings. The following table shows the maximum number of unexcused absences per term: [See * Schedule of Work-to-be-Completed Definitions:]

Class Meetings Per Week:	Allowed Absences, Fall/Spring Semesters:	Allowed Absences, Summer Term:
1	2	1
2	5	3
3	7	4
4	10	6
5	12	7
6	14	9

If a student is unofficially withdrawn (dropped) from a course for breaking the attendance policy prior to 70% of the term being completed, **a grade of "W" will be assigned**. If a student is withdrawn (dropped) for breaking the attendance policy after 70% of the term has been completed, **the earned grade will be assigned**. The 70% date to withdraw from the course without academic penalty is **4 November 2010**. The Alabama Community College System (ACCS) requires daily attendance records; consequently, attendance will be conducted at each scheduled class meeting and weekly for blended and online classes. A "W" will be issued in accordance with the new ACCS attendance policy. "I" grades shall be by exception only (to be discussed in class and at orientation.)

*** Schedule of Work-to-be-Completed Definitions:** [Note: Moodle assignments have time limits for submitting materials which will close the opportunity to submit your work.]

(a) **In-Class:** Attendance on the date noted; work is due on dates/classes noted on the syllabus or in Moodle;

(b) **Blended:** The class will meet on the dates specified as noted on the syllabus/Moodle; attendance is derived from participation during these classes and in Moodle in accordance with log-in records. Each week that the student does not meet in the physical class, accessing Moodle will constitute attendance; work is due the day of the class meeting, or during the week of the due material in Moodle. "Final opportunity" due times/dates for all materials (Moodle or in-class) will be Sunday @ 115959PM. **Any material not submitted after this date for each week of activity will be considered as "not submitted" and may not be "made-up":**

(c) **On-line:** Each week, accessing Moodle will constitute attendance; work is due the day of the class meeting, or during the week of the due material in Moodle. "Final opportunity" due times/dates for all materials (Moodle or in-class) will be Sunday @ 115959PM. Any material not submitted after this date for each week of activity will be considered as "not submitted" and may not be "made-up".

DPT291 – Semester Calendar of Events and Other Stuff
Denotes a "Vital Information" Learning Community Opportunity

<u>Meeting</u>	<u>Encouraged Activities</u>
08202010	Course does not meet until the week of 08202010, as this is a Friday.
08232010	<u>Learning Community I</u> ; Ch1 – Introduction to projects and project management Orientation, Forms, Moodle Accounts; SR1 Proposal; THM demo
08302010	<u>Learning Community I</u> ; Ch2 – Project Selection
09062010	<u>Learning Community II</u> ; Ch3 – Research methods; 09062010: Labor Day
09132010	<u>Learning Community II</u> ; Ch3 – Research methods
09202010	<u>Learning Community III</u> ; Ch4 – Managing progress and change
09272010	<u>Learning Community III</u> ; Ch4 – Managing progress and change
10042010	<u>Learning Community IV</u> ; Ch5 – Project planning I: Activities and schedules
10112010	<u>Learning Community IV</u> ; Ch6 – Project planning II: Cost management
10182010	<u>Learning Community V</u> ; Ch7 – Leadership and teamworking
10252010	<u>Learning Community V</u> ; Ch8 – Project quality management
11012010	<u>Learning Community VI</u> Ch9 – Project risk management
11082010	<u>Learning Community VI</u> ; Ch10 – Project review and reflection; 11112010: Veteran's Day ;
11152010	<u>Learning Community VII; Review and project preparation</u>
11222010	No Classes This Week: Professional Development and Thanksgiving
11292010	<u>Learning Community VII; Review and project preparation</u>
12062010	<u>FINAL PAPER, PRESENTATION, EXAM STUDY WEEK: NO CLASS MEETING</u>
12132010	All case studies due in Moodle, bound and ready for signatures; Final Written Assessment (Comprehensive Assessment with Various Components) ; Case Presentations via PowerPoint and PosterSession; Posters must be scheduled for printing – arrange this activity with your instructor as soon as your poster is ready to be printed.
	<ul style="list-style-type: none">• <u>Holidays: Labor Day = 6SEPT2010; Veteran's Day = 11NOV2010; Professional Development/Thanksgiving = 22-26NOV2010; Classes End = 16DEC2010.</u>

VERY IMPORTANT NOTES:

- (1) Attendance in this course is based on your being in class in the face-to-face sessions; **OR**, you are required to login to Moodle weekly. If you are not in the classroom at the time attendance is taken, you have the option of login through Moodle to satisfy attendance in this blended course. If you do not attend the weekly class or fail to login to Moodle for that week, you will be considered as absent from the class for that week.
- (2) If your instructor cannot contact you due to invalid email or phone contacts and you are not attending, you will be dropped from the course for non-attendance immediately.

Student Notes:

1. Case Study Status Report = Development of Actual Document in "real-time";
2. Status Reports are Learning Community Interactive (high degree of collaborative effort between learners: facilitator-learner and student-learner);
3. Assessments (quizzes, labs, worksheets, etc.) include materials per chapter coverage and includes 'related materials'.

STUDENT LEARNING OUTCOMES: A student who successfully completes this course should be able to:

1. Be able to analyze and report on a limited body of technology-based research;
2. Demonstrate correlation between analysis and reporting using Microsoft tools;
3. Present findings in a professional manner and mode of software;
4. Use PowerPoint and synthesize the case study;
5. Demonstrate leadership and character in the case study development process.

EVALUATION: Students will be evaluated on their achievement of the identified Student Learning Outcomes with the following assessments:

Assessment Name(s)	Concepts Covered and/or Skills Being Tested	Related Student Learning Outcome(s) #
Status Reports 3 @ 400	Progressive Taxonomic Activity	SLO 1 - 7
Quizzes 1 – 10	Blooms Taxonomy(Design Validation)	SLO 1 - 7
Take Home Midterm	Recall of Technical Information	SLO 1 - 7
Case Study Document	Application and Technical Writing	SLO 1 - 7
PowerPoint/Poster Presentation	Business App of Technical Knowledge	SLO 1 - 7
Final Written Assessment	Blooms Taxonomy (Level 1 – 6)	SLO 1 - 7
Presentation	Applications and synthesis of knowledge to Demonstrated “hands-on” or workforce expectations	SLO 1 - 7
Worksheets & Labs	Blooms Taxonomy (1-6)	SLO 1 - 7

GRADING: The final grade for this course will be calculated according to the following criteria:

Assessment Category	Weighting Percentage
Status Reports 1/2/3 @ 100/150/150 respectively.	400 Points
Quizzes 1 – 10 @ 20 Pts Each Quiz	200 Points
Take Home Midterm (Questions/Problems)	200 Points
Student Original Case Study Design Bound Document	300 Points
Case Study Presentation (PowerPoint, Handouts, Poster, etc.)	100 Points
Final Written Assessment (Various Questions/Critical Analysis)	200 Points
5 labs @ 25 Points	125 Points
7 Worksheets @ 25 Points	175 Points
Total Points Summer 2010: (Grades: Points Earned/Total Points)	1700 Points

Final letter grades for the course will be assigned according to the following scale:

Letter Grade	Scale	Letter Grade	Scale
A	100% - 90%	F - tbd	< 60%
B	89% - 80%	W	tbd
C	79% – 70%	I	By Written Request of Student
D	69-60% NOT PASSING		

MAKE UP WORK: As pre-arranged & agreed between student and instructor (case-by-case basis and requires documentation.)

LIBRARY RESOURCES AND ASSIGNMENTS: The college library will serve as an important resource for graded research assignments for this and other classes offered by the College. The Trenholm State Technical College library is located on the 1st floor of the Library Tower at 3086 Mobile Highway. A branch of the library is located on the Patterson campus in room 101E of Building E. You can visit the library's website by clicking on the link on the college website homepage or by going directly to the website through your internet browser by typing in the following address: <http://www.trenholmstate.edu/index.php?id=155>.

MIDTERM REVIEW: On or about 15 October 2010 (Course Progress Review, if requested)

DISCLAIMER: The course syllabus provides a general plan for the course; changes may be necessary pending intervening circumstances that in the judgment of the instructor require the addition or deletion of material and/or assignments. Any changes shall be communicated to the students in a timely manner.

DEPARTMENTAL/INSTRUCTOR CLASS POLICIES
(* REVIEW THE SCHEDULE OF WORK-TO-BE-COMPLETED DEFINITIONS)

The following policies have been adopted by the instructor of the course and/or the academic department to make the class environment as conducive to learning as possible. These policies are designed to ensure that all students are treated equitably and held to standards that will adequately prepare them for further academic study and/or professional success.

(1) **To maximize learning,** students need to fully understand the need to complete all work and to do so in a timely manner. Grades will be issued/posted on a weekly basis. If a student-learner has accumulated an inordinate number of missed classes, grades will be impacted in direct proportion to the number of missed classes and/or missed in-class, blended or online course requirements. Course points are cumulative; therefore, points lost due to missed materials and/or classes impacts the overall grade or attendance status, e.g., the "W" grade;

(2) **Make-up Work: Any make-up work MUST be converted into a grade within the week of the assignment, regardless of the material to be submitted (less quizzes, See item "h").** (a) Status reports may not be submitted late for credit; (b) Missed quizzes may not be taken after the class of attendance or after the week of participation for blended or online courses; (c) Labs and Worksheets may not be taken after the class of attendance or after the week of participation for blended or online classes; (d) Take-home assignments are due at the specified times-dates-weeks posted; (e) Papers and presentations are due at the time-dates posted; **NOTE:** Students may opt to submit papers and/or present projects before the due dates as long as this substantive change is pre-approved and documented between the student-instructor; (f) Final exams: **to be taken as scheduled.** If an individual cannot be present for a final exam, arrangements must be pre-approved and constitute an **exception** for final-exam makeup and/or an "I" grade. As noted, "I" grades are by documented exception; (g) Attendance: When attendance is taken or recorded, an individual will be recorded as "P" if he/she is present or has accessed blended/online courses by the end-of-week timeline, e.g., Sunday night @ 115959PM; an individual will be recorded as "A" if he/she does not attend an in-class course or access the blended/online course by the end-of-week timeline, e.g., Sunday night @ 115959PM. ANY exceptions to this policy note will be addressed on an individual basis after evaluation by the instructor of documentation provided by the student. (h) **Lateness:** missed work due to lateness to class or missing a blended/online deadline is not a requirement to have work made up, particularly quizzes. Missed quizzes are without exception and MAY NOT BE MADE UP, even if a student misses the quiz by "just a few minutes." Sorry, no exceptions to this policy note. If you are late on a regular basis, you should consult your instructor posthaste. NOTE: "Special Circumstances" are just that: special due to family emergency, hospital stay, or military service. Late as a "fashion-statement" may mean that you need to reform your fashion-statement.

(3) All email messages must be properly formatted and include your name as "signature"; use of the official school email is required; phone calls must also include your name, phone number, and reason for the call.

INSTITUTIONAL POLICIES

DISABILITY POLICY

H. Councill Trenholm State Technical College complies with the provisions of the Americans with Disabilities Act (ADA) of 1990, which makes it illegal to discriminate against individuals with disabilities in employment, public accommodations, public services, transportation, and telecommunications.

It is the policy of H. Councill Trenholm State Technical College to provide special assistance and accommodations to those students who require assistance in testing, course and program planning, and registration. If you have any type of disability that may require accommodations to succeed in this course or this program, it is your responsibility to inform your instructor and/or the ADA Coordinator so that you and he or she can plan for such accommodations. You may inform your instructor after class, or you may contact the ADA coordinator on your campus.

SEXUAL HARASSMENT POLICY

H. Councill Trenholm State Technical College affirms its commitment to ensuring an environment for all employees and students which is fair, humane, and respectful. Therefore, the College will not tolerate any verbal or physical conduct that constitutes sexual harassment of any employee or student. Such behaviors are prohibited by Federal regulations, which state: "Harassment on the basis of sex is a violation of Section 703 of Title VII. Unwelcome sexual advances, requests for sexual behaviors, and other verbal or physical conduct of a sexual nature constitute sexual harassments when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment."

H. Councill Trenholm State Technical College deprecates such conduct as an abuse of authority, and thus it is an official institutional policy that sexual harassment of employees and/or students will not be tolerated. The College accepts the proposition that sexual harassment, like any civil rights violation, generates a harmful environment. The administration of the College will act positively to investigate alleged harassment and to effect remedy when an allegation is determined to be valid. Complaints about sexual harassment should be registered in the office of the Title IX Coordinator on your campus.

ACADEMIC DISHONESTY POLICY

The primary goal of H. Councill Trenholm State Technical College is the promotion of an atmosphere conducive to studying and learning. Those conditions and actions that encourage scholarship are applauded; those conditions and actions that deter or discourage intellectual growth and development are deplored. Therefore, 'Academic Dishonesty' is defined as follows:

- * **Cheating on an exercise, test, problem, practice or examination submitted by a student to meet course requirements. Cheating includes, but is not limited to: the use of unauthorized aids (such as crib sheets, written materials, drawing, etc.); copying from another student's work; soliciting, giving and/or receiving unauthorized aid orally or in writing; or similar action contrary to the principles of academic honesty.**
- * **Plagiarism on an assigned paper, theme, report or other material submitted to meet course requirements. Plagiarism is the act of using, in one's own work, the work of another without indicating that source.**
- * **Use of tests or papers prepared by commercial or non-commercial agents and submitted as a student's own work.**

Charges of academic dishonesty made against a student by a faculty member must follow the principles of due process. Faculty members must bring charges against a student in writing. A faculty member shall not give the grade 'F' or any punitive punishment for academic dishonesty unless guilt is established through the due process procedure.

WORK ETHICS PROGRAM

Trenholm State Technical College promotes employability skills in its students through participation in the Work Ethics Program. Business and industry leaders have identified essential work ethics that should be taught and practiced in order to develop a viable and effective workforce. The ten work ethics traits identified are stated below.

- 1. Attendance:** Attends class, arrives/leaves on time; notifies instructor in advance of planned absences; and makes up assignments punctually.
- 2. Character:** Displays loyalty, honesty, trustworthiness, reliability, dependability, initiative, self-discipline, and self-responsibility.
- 3. Teamwork:** Respects rights of others; is a team worker; is cooperative; is assertive; displays customer service attitude; seeks opportunities for continuous learning; and displays mannerly behavior.
- 4. Appearance:** Displays appropriate dress, grooming, hygiene, and etiquette.
- 5. Attitude:** Demonstrates a positive attitude; appears self-confident; and has realistic expectations of self.
- 6. Productivity:** Follows safety practices; conserves materials; keeps work area neat and clean; and follows directions and procedures.
- 7. Organizational Skills:** Manifests skill in personal management, time management, prioritizing, flexibility, stress management, and dealing with change.
- 8. Communication:** Displays appropriate nonverbal and verbal skills.
- 9. Cooperation:** Displays leadership skills; appropriately handles criticism and complaints; demonstrates problem-solving capability; maintains appropriate relationships with supervisors and peers; and follows chain of command.
- 10. Respect:** Deals appropriately with cultural/racial diversity and does not engage in harassment of any kind.

For more information, please visit: <http://www.workethics.org/>



WORK ETHICS EXPECTATIONS FOR STUDENTS

As a student you are expected to:

- ❖ Attend each scheduled class period and be in class on time.
- ❖ Complete assignments on time.
- ❖ Prepare for class by reading assignments, completing homework, and bringing to class all necessary supplies and/or equipment. Evidence of this will be class presentation, instructor observations, lab assignments, and testing and evaluation.
- ❖ Demonstrate proper use of time by beginning and ending work as expected, observe policies on break and lunch periods, and use work time appropriately.
- ❖ Encourage and facilitate cooperation, pride, trust, and group identity as well as foster commitments and team spirit.
- ❖ Display a high level of effort and commitment to performing work, operate effectively within the defined structure, and demonstrate trustworthiness and responsible behavior.
- ❖ Participate in activities by contributing to class discussions, completing assignments, and being involved in lab activities.
- ❖ Observe established policies on safety and notify proper authorities of circumstances or situations that present potential safety hazards.
- ❖ Use all equipment and tools in a safe and proper manner. Do not use or knowingly permit others to use tools and equipment improperly.
- ❖ Present a neat, clean appearance, dress appropriately, practice personal hygiene, and wear clothing suitable to the job task and environment based on customers served.
- ❖ Communicate accurate information to others in a professional and courteous manner, convey a willingness to assist, work to resolve conflicts and to identify solutions in which all parties benefit, and demonstrate concerns for treating people fairly and equitably.
- ❖ Display a willingness to cooperate and accept constructive feedback. Treat your instructor and classmates with respect, courtesy and tact.

To determine your Work Ethic practices, go to: <http://www.coe.uga.edu/~rhill/workethic/index.html>



STATEMENT OF RECEIPT BY STUDENT

- I certify that my instructor has provided me with a copy of the syllabus for this course. I certify that I have been advised of the course content and course requirements; Additionally, I certify that I have read the course participation, disability, sexual harassment, and academic dishonesty policies.

- I further certify that,:
 - If I bring my Laptop, the Instructor can take its MAC Address
 - I will not hook up the Ethernet Wire (Network Wire) to my Handheld Devices or Laptop.

- I have been informed that I must earn a final grade of a 70 (“C”) or above to receive credit for DPT courses. Any final grade of 69 or below will constitute failure (F) in the course, and I will have to repeat the course to attempt to earn the appropriate credit. *(This does not include CIS130 or CIS146).*

Student’s Name (please print legibly)

Course Number/ Course Name

Student’s Signature

Date

Provide two valid email contacts: (Print clearly; what cannot be read, will not be used.)

Provide two valid phone contacts: (Print clearly; what cannot be read, will not be used.)

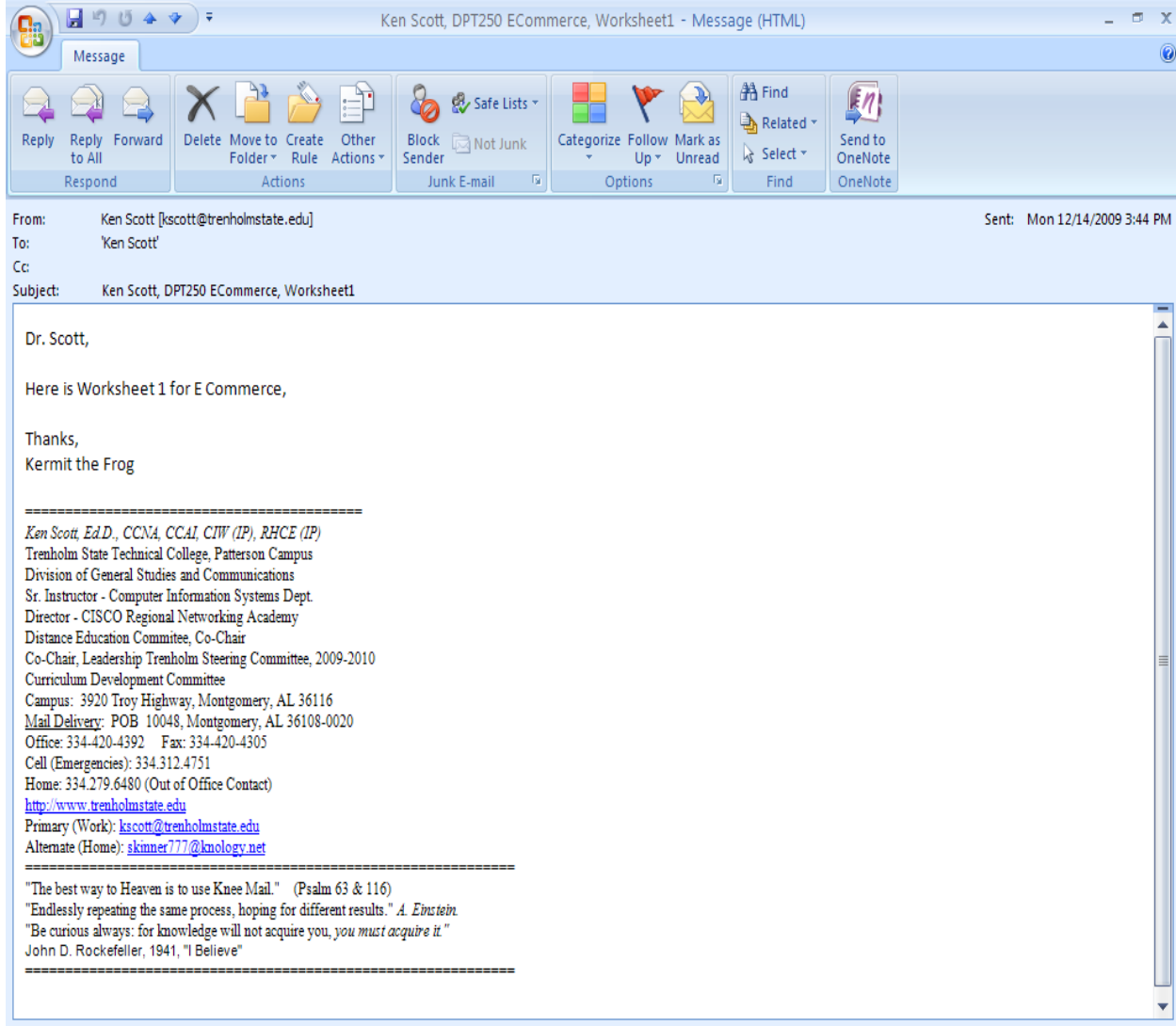
Special Note:

When you change email addresses or phone numbers, it is the responsibility of the student to contact the instructor and notify him/her of any changes. The best method, and as a matter of documentation, is to send the instructor an email with any changes to email accounts or phone numbers. **If your instructor cannot contact you via valid email or phone numbers to support your continuance in a course, you may be dropped from the course as a result. Your signature on this form constitutes agreement of this substantive information.**

Student Signature and Date Signature Applied

Student Notes:

1. Contacting your instructor: Monday – Friday: 8:00AM – 10:00PM;
2. Contacting your instructor: Saturday: 9:00AM – 6:00PM;
- 3. Contacting your instructor: Sunday: DO NOT ATTEMPT ... 😊**
4. Email: For all email contact, you are to:



5. Other as the course evolves and progresses.



Time	Monday	Tuesday	Wednesday	Thursday	FRI	SAT
8:00AM – 10:15AM 10:15 a.m. – 12:30 p.m. 12:30 p.m. – 2:45 p.m. 3:05 p.m. – 5:20 p.m. 5:30 p.m. – 7:45 p.m. 7:45 p.m. – 10:10 p.m.	<p>Office Hours: 12:00p – 12:30p (.5 DH)</p> <p>DPT291 – Case Study CIS, E101A, 12:30p – 3:30p ** Hybrid ** Orientation: First Day of Class (See Schedule) (3.0 CH)</p> <p>Office Hours: 3:30p – 5:00p (1.5 DH)</p> <p>Dinner (5-6PM): No Office Hours: (1 DH)</p> <p>DPT280 – Network Security, E101D, 6:00p – 9:00p ** In-Class ** (3.0 CH)</p> <p>Office Hours: 9:00p – 10:00p (1 DH)</p>	<p>Office Hours: 12:00p – 12:30p (.5 DH)</p> <p>DPT284 – Internship, E101A, 12:30p – 3:30p, ** In-Class ** Orientation: First Day of Class (See Schedule) (3.0 CH)</p> <p>ORI101: 3:30p – 5:00p, E101A (1.5 CH)</p> <p>Dinner (5-6PM): No Office Hours: (1 DH)</p> <p>DPT162 – Routers & Switches, E101C, 6:00p – 9:00p ** In-Class ** (3.0 CH)</p> <p>Office Hours: 9:00p – 10:00p (1 DH)</p>	<p>Office Hours: 12:00p – 3:30p (3.5 DH)</p> <p>ORI101: 3:30p – 5:00p, E101A (1.5 CH)</p> <p>Dinner (5-6PM): No Office Hours: (1 DH)</p> <p>DPT163 – Adv Routers/Switches, E101C, 6:00p – 9:00p ** In-Class ** (3.0 CH)</p> <p>Office Hours: 9:00p – 10:00p (1 DH)</p>	<p>Office Hours: 8:00p – 5:00p (9 DH)</p> <p>Dinner (5-6PM): No Office Hours: (1 DH)</p> <p>CCNA Prep & Course/Moodle Development</p>	Office Hours By Appointment	To Be Determined
Totals	6.0 Contact Hours <u>4.0 Duty Hours</u> 10.0 Total Duty Hours	7.5 Contact Hours <u>2.5 Duty Hours</u> 10 Total Duty Hours	4.5 Contact Hours <u>5.5 Duty Hours</u> 10 Total Duty Hours	Var Contact Hrs. <u>10 Duty Hours</u> 10 Total DutyHours		
<p>EMAIL CONTACTS: Office) kscott@trenholmtech.cc.al.us; Home) skinner777@knology.net; HONE CONTACTS: Office) 334.420.4392; Home) 334.279.6480; Cell-EMERGENCIES) 334.312.4751; Alternate-Cell) 334.313.0244; NON-DUTY DAYS: (a) 6 SEPT, Labor Day; (b) 11 NOV, Veteran’s Day; (c) Nov 23-27, Thanksgiving Week; (d) Last Day of Class, 16 Dec; (e) College Closed, December 22, 2010 – Jan 2, 2011.</p>						

Grade Scale (1700 Points Total):**Release Version: Friday, November 05, 2010**

DPT291 Case Study in Computer Science: NOTE: Learning Community Designations cover approximately 2 Weeks/Learning Community for Fall and Spring Semesters and 1.2 Weeks in Summer Term.

Item Name	Description	Gradebook Name	Points Per Item/Cumulative/ Total/Total	Covered by: (Learning Community: LC)
Status Report 1	Proposal	SR1	100/100/1700	LC1
Status Report 2	Cover Page, Table of Contents, Exec. Summary, Content, Sources ~ 35% Complete	SR2	150/250/1700	LC3
Status Report 3	~ 75% Complte	SR3	150/400/1700: 400	LC6
Quiz 1	Textbook Chapter 1	Q1	20/420/1700	LC1
Quiz 2	Textbook Chapter 2	Q2	20/440/1700	LC1
Quiz 3	Textbook Chapter 3	Q3	20/460/1700	LC2
Quiz 4	Textbook Chapter 4	Q4	20/480/1700	LC3
Quiz 5	Textbook Chapter 5	Q5	20/500/1700	LC4
Quiz 6	Textbook Chapter 6	Q6	20/520/1700	LC4
Quiz 7	Textbook Chapter 7	Q7	20/540/1700	LC5
Quiz 8	Textbook Chapter 8	Q8	20/560/1700	LC5
Quiz 9	Textbook Chapter 9	Q9	20/580/1700	LC6
Quiz 10	Textbook Chapter 10	Q10	20/600/1700: 600	LC6
Take Home Midterm	Textbook Chapters 1 – 5 and Course Materials	THM	200/800/1700: 800	LC1 – LC4
Original Case Study Design Bound Document	Full Semester Development, Textbook Ch 1 – 10, and Other Course Materials	OCS D	300/1100/1700: 1100	LC1 – LC7, LC Library Resources, LC Readings
Case Study Presentation	PowerPoint Slide Set (100: 50 Set/50 Presentation) (Poster Session)	PPSP (Power Point Set and Presentation)	100/1200/1700: 1200	LC1 – LC7, LC Library Resources, LC Readings
Final Written Assessment	Comprehensive Undertaking	Final	200/1400/1700: 1400	LC1 – LC7, LC Library Resources, LC Readings
Lab 1	Chapters 1 & 2: Related Items	Lab1	25/1425/1700	LC1
Lab 2	Chapters 3 & 4: Related Items	Lab2	25/1450/1700	LC2, LC3
Lab 3	Chapters 5 & 6: Related Items	Lab3	25/1475/1700	LC4
Lab 4	Chapters 7 & 8: Related Items	Lab4	25/1500/1700	LC5
Lab 5	Chapters 9 & 10: Related Items	Lab5	25/1525/1700: 1525	LC6
Worksheet 1	Various Content	WS1	25/1550/1700	LC1 – LC7
Worksheet 2	Various Content	WS2	25/1575/1700	LC1 – LC7
Worksheet 3	Various Content	WS3	25/1600/1700	LC1 – LC7
Worksheet 4	Various Content	WS4	25/1625/1700	LC1 – LC7
Worksheet 5	Various Content	WS5	25/1650/1700	LC1 – LC7
Worksheet 6	Various Content	WS6	25/1675/1700	LC1 – LC7
Worksheet 7	Various Content	WS7	25/1700/1700: 1700	LC1 – LC7
			Total Points: 1700	

TRIVIA STUFF...

1	What is the largest radio telescope in the world?
2	What was the date John F. Kennedy made the famous "go to the moon" speech and where did he make this speech?
3	What Army Officer led the troops in the first battle against the North Vietnamese regulars during the Vietnam War?
4	Who said, "So many fires and never enough water."
5	Juan Valdez is famous for what food group?
6	Termites have which of the following eyesight? 20/20 0/0
7	Who was Gort?
8	"Shoeless" Joe Jackson: What team, what year, and what was the incident "heard around the world."
9	What is the largest radio telescope in the world?
10	In what movie was it said, "So let it be written, so let it be done" and who said it (actor name and character played)
11	Who was VGER? (Pronounced vee-ger)
12	Which would you prefer: (a) a million dollars or (b) a penny doubled every day for 30 days?
13	How much in #12, would you actually have if you selected the penny?
14	Who said, Give Me Liberty or Give Me Death.?
15	What is the F-22 Raptor?
16	"There is nothing more difficult to take in hand, more perilous to conduct, or more uncertain in its success, than to take the lead in the introduction of a new order to things." Who said this?
17	What actor and what movie was it said, "You're gonna need a bigger boat!"
18	They line up with the cardinal points of the compass (north, south, east and west). The faces (not the edges) are in line with those directions. What are they?
19	Almost without exception, they must swim to keep from drowning? What are they?
20	It took this person just over 4 years to paint it in 1512?
21	If water is two parts hydrogen, one part oxygen; what element is one part oxygen and two parts hydrogen?
22	"A dime ain't worth a nickel anymore." Who said it?
23	What are the highest and lowest points on Earth?
24	In what year did the Titanic sink?
25	In what year and at what university did President John F. Kennedy give his "go to the moon" speech?
26	What base 10 number is MMMMM?
27	ACME products were the favorite tools used by this character
28	What is 8x8? Easy huh?
29	What country is home to Kangaroo Island?
30	Who was the only regular cast member of the TV show "M*A*S*H" to actually serve in the Army in Korea?
31	What is the phrase on the UFO poster in Fox Mulder's office in "X-Files"?
32	Every episode of "Seinfeld" contains an image or reference to what superhero?
33	What is the longest river in the world?
34	What instrument is used to measure wind speed?
35	Superman was really who?
36	Survivors of a plane crash are actually buried where?
37	Four nickels, three dimes, and two pennies is actually what?
38	How many tries did Edison attempt before he actually succeeded in creating the light bulb?
39	How many miles does light travel in a year?
40	In the equation, $e = mc^2$, what is the speed of c ?
41	Who said, "endlessly repeating the same process, and hoping for different results.?"
42	"Win one for the gipper!" Who was the gipper?
43	"Suppose you were an idiot. And, suppose you were a member of Congress. But, I repeat myself." Who said it?
44	So let it be written, so let it be done... this is a famous line in what movie?
45	The Gettysburg Address was delivered in what month, day, and year? Who wrote and delivered it? Where?

Academic Integrity Student-Faculty AGREEMENT (AISFG)

Code of Student Conduct

The College has an interest in maintaining a campus environment that is conducive to the educational mission of the College. Students at the College are considered to be responsible adults, serious of purpose, and enrolled for the primary purpose of furthering educational goals. It is assumed that students enrolling in the College are mature and have a desire for constructive learning and are attending with that purpose in mind. Common courtesy and cooperation is expected of all students. Each student's and organization's conduct is expected to be in accordance with standards of common decency and decorum, with recognition and respect for the personal and property rights of others and the educational mission of the College. A student or organization may be disciplined and is deemed in violation of the Code of Student Conduct for the following:

1. Dishonesty, such as cheating, plagiarism or knowingly furnishing false information to the members of the College faculty or to other officers or employees of the College in pursuit of their official duties;
2. Forgery, alteration, or misuse of College documents, records or identification;
3. Failure to comply with the authority of college officials acting within the capacity of their positions;
4. Violation of written College rules, policies, and regulations;
5. Obstruction or disruption of teaching, administration, and/or other College activities;
6. Vandalism, malicious destruction, damage, or misuse of College, public or private, property;
7. Conduct in violation of federal and state statutes or local ordinances which threatens the health and/or safety of the College community or which adversely affects the educational environment of the College;
8. Conviction for any misdemeanor or felony which adversely affects the educational environment of the College;
9. Obtaining College services under false pretenses including, but not limited to, misappropriation or conversion of College funds, supplies, equipment, labor, material, space, facilities, or services;
10. Lewd conduct or the verbal or written threat of such action against another person;
11. Harassment, intimidation, bribery, physical assault, or any other means, implied or explicit, to influence any student, employer or visitor of the College, including witnesses, before, during, or after a hearing;
12. Possession, while on the College owned/controlled property, of firearms, ammunition, explosives, fireworks, or other dangerous instruments;
13. Possession and/or consumption of alcoholic beverages or non-prescribed drugs on College property or at a student or College sponsored function. No student will be allowed to enter class if intoxicated;
14. Unauthorized manufacture, sale, delivery or possession of any drug or drug paraphernalia defined as illegal under local, state, or federal law;
15. Theft, accessory to theft, and/or possession of stolen property;
16. Physical abuse, threat of violence, intimidation, and physical or mental harassment;
17. Trespassing or unauthorized entry into offices and buildings;
18. Inciting false fire alarms, tampering with fire extinguishers, alarms, or other safety equipment;
19. Any participation in violation of the College visitation policy;
20. Disorderly conduct, including rioting, inciting to riot, assembling to riot, raiding, inciting to raid, and assembling to raid campus properties;
21. Disruptive or disorderly conduct which interferes with the rights and opportunities of those who attend the College for the purpose for which the College exists -- the right to utilize and enjoy facilities provided to obtain an education; and
22. Any other activity or conduct not specifically stated herein which impairs or endangers any person, property or the educational environment of the College.

In addition to the above, the following rules and regulations must be followed by all students:

1. Students are expected to observe class rules and give due respect to teachers and the administration. All departmental policies must be adhered to by students.
2. Students are required to dress properly for the department in which they are enrolled.
3. Cleanliness and neatness are important phases of training and should be practiced by students at all times.
4. Outside jobs and interests will not be accepted as excuses for poor attendance and low scholastic achievement.
5. All visitors must check in with the Security Office and/or at the front desk in the lobby area of the Administration Building.
6. No children will be permitted in classes during school hours.

H. Councill Trenholm State Technical College is committed to the process of academic integrity across all programs of study, providing guidance and support to students as requested and/or needed to promote the best practices and outcomes for the college, its students, and the community served by the college. It is the expectation of the college that students will adhere to these principles as noted in the Code of Student Conduct.

I have read and agree to the Code of Student Conduct in its content, both direct and indirect, and will conduct myself accordingly. I understand that violations of the Code of Student Conduct may result in my being removed from the college under the full extent of the policies of the college and/or the laws of the State of Alabama.

Date: _____

Student Name (Print): _____

Student Signature: _____

Instructor Signature: _____