

**UNIVERSITY OF NEVADA, LAS VEGAS**

School of Computer Science

**CS 115: Introduction to Computers**

Spring 2011

Section 6 & 7

**Instructor:** Russell Harkanson

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Class website: <http://web.cs.unlv.edu/harkanso/cs115>

Office hours: 2:30pm – 3:00pm TR

**Required Text:** Discovering Computers 2010 by Shelly, Cashman, and Vermaat

**Objectives:**

The two objectives of this course are:

1. Introduce the student to computer literacy and familiarize the student with the fundamentals of computer science, including terms, vocabulary, concepts, uses, and applications of computers;
2. Gain "hands-on" experience using Windows, the Internet, the World-Wide Web, and popular applications such as office suites including word processing, electronic spreadsheets, database, and presentation applications.

After the student has completed this course of study, he/she should have acquired a firm foundation in:

1. Computer literacy and terminology;
2. Solving a wide variety of problems with the use of computer applications, including Windows functions; Internet functions; and productivity applications (including word processing, spreadsheets, databases, presentation slides, and integration of these varied document types).

**Grading Scale**

Grade	Points	Grade	Points
A	460-500	C	360-389
A-	450-459	C-	350-359
B+	440-449	D+	340-349
B	410-439	D	310-339
B-	400-409	D-	300-309
C+	390-399	F	299 and below

**Grading Criteria**

Requirement	Points
Exam 1	100
Exam 2	100
Exam 3	100
Exam 4	100
Homework	100

**Exams:** There will be 4 exams given during the semester. The exams may include multiple choice, true/false, matching, and short answer questions. If an exam is missed, the make-up exam may include short answer, fill-in-the-blank, definition, and essay type questions. Exam 4 is mandatory.

**Homework:** There will be 10 homework assignments covering software and topics discussed in class. Each assignment is worth 10 points. There will be a due date indicated on each assignment. Homework must be handed in at the beginning of class on the day the assignment is due to be considered on time. **LATE HOMEWORK IS AUTOMATICALLY WORTH A MAXIMUM OF 5 POINTS.** All homework must be handed in by the end of class on Thursday, April 28, 2011.

**Academic Misconduct:** Academic integrity is a legitimate concern for every member of the campus community; all share in upholding the fundamental values of honesty, trust, respect, fairness, responsibility and professionalism. By choosing to join the UNLV community, students accept the expectations of the Academic Misconduct Policy and are encouraged when faced with choices to always take the ethical path. Students enrolling in UNLV assume the obligation to conduct themselves in a manner compatible with UNLV's function as an educational institution.

An example of academic misconduct is plagiarism. Plagiarism is using the words or ideas of another, from the Internet or any source, without proper citation of the sources. See the *Student Academic Misconduct Policy* (approved December 9, 2005) located at: <http://studentconduct.unlv.edu/misconduct/policy.html>.

**CHEATING ON THE EXAM WILL RESULT IN AN AUTOMATIC ZERO POINTS.**

**Drop Policy:** The last day to drop the course is Friday, March 25, 2011.

**Copyright:** The University requires all members of the University Community to familiarize themselves and to follow copyright and fair use requirements. **You are individually and solely responsible for violations of copyright and fair use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of fair use laws.** Violations of copyright laws could subject you to federal and state civil penalties and criminal liability, as well as disciplinary action under University policies. Additional information can be found at: <http://www.unlv.edu/committees/copyright/>.

**Disability Resource Center (DRC):** The Disability Resource Center (DRC) determines accommodations that are "reasonable" in promoting the equal access of a student reporting a disability to the general UNLV learning experience. In so doing, the DRC also balances instructor and departmental interests in maintaining curricular standards so as to best achieve a fair evaluation standard amongst students being assisted. In order for the DRC to be effective it must be considered in the dialog between the faculty and the student who is requesting accommodations. For this reason faculty should only provide students course adjustment after having received this "Academic Accommodation Plan." If faculty members have any questions regarding the DRC, they should call a DRC counselor.

UNLV complies with the provisions set forth in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The DRC is located in the Student Services Complex (SSC-A), Room 143, phone (702) 895-0866, fax (702) 895-0651. For additional information, please visit: <http://drc.unlv.edu/>.

**Religious Holidays Policy:** Any student missing class quizzes, examinations, or any other class or lab work because of observance of religious holidays shall be given an opportunity during that semester to

make up missed work. The make-up will apply to the religious holiday absence only. It shall be the responsibility of the student to notify the instructor no later than the last day of late registration of his or her intention to participate in religious holidays which do not fall on state holidays or periods of class recess. This policy shall not apply in the event that administering the test or examination at an alternate time would impose an undue hardship on the instructor or the university which could have been avoided. For additional information, please visit: <http://catalog.unlv.edu/content.php?catoid=4&navoid=164>.

**Tutoring:** The Academic Success Center (ASC) provides tutoring and academic assistance for all UNLV students taking UNLV courses. Students are encouraged to stop by the ASC to learn more about subjects offered, tutoring times and other academic resources. The ASC is located across from the Student Services Complex, #22 on the current UNLV map. Students may learn more about tutoring services by calling (702) 895-3177 or visiting the tutoring web site at: <http://academicsuccess.unlv.edu/tutoring/>.

**UNLV Writing Center:** One-on-one or small group assistance with writing is available free of charge to UNLV students at the Writing Center, located in CDC-3-301. Although walk-in consultations are sometimes available, students with appointments will receive priority assistance. Appointments may be made in person or by calling 895-3908. The student's Rebel ID Card, a copy of the assignment (if possible), and two copies of any writing to be reviewed are requested for the consultation. More information can be found at: <http://writingcenter.unlv.edu/>

**Rebelmail:** By policy, faculty and staff should e-mail students' Rebelmail accounts only. Rebelmail is UNLV's Official e-mail system for students. It is one of the primary ways students receive official university communication such as information about deadlines, major campus events, and announcements. All UNLV students receive a Rebelmail account after they have been admitted to the university. Students' e-mail prefixes are listed on class rosters. The suffix is always @unlv.nevada.edu.