



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

PROGRAMMING FUNDAMENTALS I

COSC - 1336 – 0080

JOSHUA SULLWOLD

NOTE: This is a 16-week course.

NOTE: This is a Online course.

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Course Description:

This course introduces the fundamental concepts of structured programming, and provides a comprehensive introduction to programming for computer science and technology majors. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.

Prerequisites and/or Corequisites:

Desire to Learn to Code and above all,-GRIT.

Course Notes and Instructor Recommendations:

Students should always use their MCC email to communicate with instructor. The student is responsible for checking their MCC email and Brightspace every day.

Instructor Information:

Instructor Name: Joshua Sullwold

MCC Email: jsullwold@mclennan.edu

Office Phone Number: 254 299 8281

Office Location: BT 108

Office/Teacher Conference Hours: See Brightspace for Faculty Schedule

Instructor Correspondence Information: Emails are returned within 24 hours of receipt except when received over the weekend or during holidays. Those will be returned the first business day the College is open.

Required Text & Materials:

Title: MindTap Programming, 1 term (6 months) Instant Access for Farrell's Programming Logic and Design

Author: Farrell Joyce

Edition: 9th

Publisher: Cengage Learning

ISBN: 9781337274616

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

- A. Lab Assignments and Quizzes (40% of the course grade): These assignments give students an opportunity to apply the skills they learn in the course. Lab specifications are explained in the weekly lab assignments listed in Brightspace.
- B. Exams (60% of the course grade): The exams include sections for both programming concepts and hands on application. The week for each test is posted in the Course Schedule.

Course Objectives and/or Competencies:

Upon successful completion of this course, students will:

1. Describe how data are represented, manipulated, and stored in a computer.
2. Categorize different programming languages and their uses.
3. Understand and use the fundamental concepts of data types, structured programming, algorithmic design, and user interface design.
4. Demonstrate a fundamental understanding of software development methodologies, including modular design, pseudo code, flowcharting, structure charts, data types, control structures, functions, and arrays.
5. Develop projects that utilize logical algorithms from specifications and requirements statements.
6. Demonstrate appropriate design, coding, testing, and documenting of computer programs that implement project specifications and requirements.
7. Apply computer programming concepts to new problems or situations.

Course Attendance/Participation Guidelines:

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

This course will be conducted as a "online asynchronous" class. This asynchronous online course means there are no weekly, regular class meetings and students will not be required to attend class meetings in-person or via zoom. Class attendance will instead be taken via completion of assignments due each week.

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To be counted as attending BEFORE the census date, a student must complete and submit at least ONE assignment. Discussion boards, syllabus quizzes, the first set of homework, etc. are all considered as meeting the criteria for an assignment. An email to the instructor does NOT count. Logging into Brightspace and accessing content does NOT count. Any student who fails to submit at least one assignment prior to the census date will be dropped from the course.

Past the census date, students who fail to submit two consecutive modules of work without notification of an excused absence as per MCC policy prior to the 60% point of the term will be withdrawn from the course. If a student completes any part of a work module, they have “attended” and will not be withdrawn. If a student fails to submit two consecutive modules of work without notification of an excused absence as per MCC policy and the class is past the 60% point of the term, the instructor will NOT withdraw the student. The student will be assigned the grade earned at the end of the term.

Absences are excused in accordance with MCC policy which includes absences caused by (1) authorized participation in official College functions, (2) personal illness, (3) an illness or a death in the immediate family, (4) Pregnant or Parenting Protections under Title IX and/or Texas State Education Code Chapter 51, Subchapter Z, Section 51.982 or (5) any excused absences as outlined in Section IV of the MCC Class Attendance policy.

Course Outline or Schedule:

NOTE!!! The instructor reserves the right to change course policies, deadlines, assignments, or exams at their discretion with the proper notice.

Week	Reading	Assignments
Week 1	Orientation Chapter 1 – Overview	Orientation Quiz Introduction Discussion Chapter 1 Quiz Program 0
Week 2		Flowchart 1 Lab Flowchart 2 Lab
Week 3	Chapter 2 – Elements	Chapter Quiz Smith Exercises Bonus Program

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Week 4		Programs from Logic Designs (Programs 1 – 6) Exercises
Week 5		Assignment Revisions Exam 1
Week 6	Chapter 3 – Structures	Chapter Quiz Smith Exercises Logic Design Exercises Programs 7 & 8 Lab
Week 7	Chapter 4 – Decisions	Chapter Quiz Smith Exercises Programs 9 & 10 Lab
Week 8	Chapter 5 – Looping	Chapter Quiz Smith Exercises Logic Design Exercises Programs 11-13 Lab
Week 9	Chapter 6 – Arrays	Chapter Quiz Smith Exercises Logic Design Exercises Programs 14 Lab
Week 10		Assignment Revisions Exam 2
Week 11	Chapter 7 – File Handling	Chapter Quiz Smith Exercises Logic Design Exercises Program 21
Week 12	Chapter 8 – Advanced Data	Chapter Quiz Smith Exercises
Week 13	Chapter 9 – Advanced Modularization	Chapter Quiz Smith Exercises
Week 14	Chapter 10 – Object Oriented Programming	Chapter Quiz Smith Exercises
Week 15		Assignment Revisions Final Review

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Week 16		Final Exam
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***See Brightspace for details on each assignment including due dates and times.**

Important Fall Campus Holidays:

- Labor Day – September 2
- Thanksgiving Break – November 27 – December 1

View important college dates here: <https://mclellan.edu/calendar.htm>

Course Grading Information:

The grade will be calculated by taking an average of each of the labs, quizzes, and assignments (40%), and exam grades (60%). The average of each section is added to the total to determine your final grade for the course. Students will earn grades based upon performance level of assigned material.

All coursework must be submitted through Brightspace. Grades for coursework will be recorded and maintained in Brightspace. Grades and assignment feedback will be officially documented no later than two weeks following the due date. Should you have any questions regarding grades or feedback you have received, please contact the instructor immediately through office hours, email, or other official methods detailed in Brightspace.

The penalty for violation of academic honesty may result in removal from the course with a grade of F and an incident report to college administration. Cheating is when someone other than you completes your assignments. Plagiarism is when someone copies information from an external source and presents it as original work (including the use of AI).

Grade Composition:

Lesson, Quizzes & Assignments	40%
Unit Exams	60%

Grading Scale:

90-100	A
80-89	B
80-79	C
60-69	D

0-60 F

Late Work and Make Up Work Policies:

Students will be permitted to make up class work and assignments missed due to absences caused by (1) authorized participation in official College functions, (2) personal illness, or (3) an illness or a death in the immediate family. It is the instructor's prerogative whether a student may make up work missed due to absences for other reasons. It is the student's responsibility to inform the instructor of the reason for an absence and to do so in a timely fashion. Moreover, it is the student's responsibility to keep up with missed material. Finally, due dates will not be modified by absences. Due dates will be clearly shown on each assignment.

Due to the nature of the course, the student must complete all of the reading and assignments to prepare to move on to the next programming class. Because of this, the instructor will allow late submissions. Assignments submitted after the due date will be graded by the end of the semester.

Student Behavioral Expectations or Conduct Policy:

Students are required to adhere to the General Conduct Policy in the Highlander Guide. Students are expected to maintain an attitude which respect their fellow learners and the instructor through regular attendance, and an attitude seeking to take full advantage of the education opportunity.

All students will be treated as adults, which means you are ultimately responsible for your education. To be successful in this course it is crucial that you as the student carry through with your responsibilities of learning and applying the material.

Keys to being successful in this class are:

- Read and follow the Syllabus.
- Check MCC student email regularly.
- Stay updated on course material including readings, assignments, and chapter quizzes.
- Study appropriately.
- Be responsible and accountable.
- Devote appropriate time to this course to complete all necessary material.
- Contact instructor with any questions, issues, or concerns.
- Be professional, and respectful to fellow learners and the instructor.

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

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Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

07/02/2024



ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact Accommodations (Disability Services) as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu (254)299-8122 Room
319, Student Services

Title IX:

Title IX of the Education Amendments of 1972 is a Federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities that receive Federal funds. We care about your safety and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report a Title IX incident are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465.

Additionally, Title IX provides rights and protections for pregnant and newly parenting students which can include educational accommodations such as excused absences

and the opportunity to make up assignments and tests. Lactation spaces are also available on campus. Please email titleix@mclennan.edu for more information.

MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Faculty and Staff may email titleix@mclennan.edu to submit a report.

Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student may report sexual harassment anonymously by visiting <https://www.lighthouse-services.com>

Visit McLennan's Title IX webpage at <https://www.mclennan.edu/titleix/> to learn more about Title IX protections, reporting, and resources.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email (ast@mclennan.edu) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>)

At our campus, we understand that students face numerous challenges beyond the classroom. That's why we offer Success Coaches who are dedicated to helping you succeed. Our coaches know that life can sometimes get in the way of your educational goals. Through personalized meetings, Success Coaches empower you to overcome obstacles, maximize your potential, and create a clear path to both academic and personal success. Our Success Coaches are ready to help you achieve your dreams! Schedule your appointment today by calling 254-299-8226 or emailing success@mclennan.edu.

College personnel also recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources and other essential resources, we encourage you to contact the CREW - Campus Resources Education Web by calling 254-299-8561 or emailing crew@mclennan.edu.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to <https://calendly.com/paulannespantry-mcc/15min>.

Success Coaching Services, the CREW, and Paulanne's Pantry are located on the second floor of the Student Services building in Success Coaching Services, suite 249.

The Student Counseling Center offers confidential mental health counseling to currently enrolled students at no charge. Counselors are trained to help students with problems related to personal, social, and emotional concerns. Sessions focus on short-term goals in order to facilitate students college success and adjustment. This service is available to students in person or through Zoom.

Make an appointment to meet with a counselor by visiting the center in the Wellness & Fitness building, room 101, calling 254-299-8210, or emailing counseling@mclennan.edu.

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html>

MCC Academic Integrity Statement:

Please view our [Academic integrity statement](#) for more information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is

authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-StaffCommons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to www.mclennan.edu/studentemail.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.