
CS 107: Computers and Society (Fall 2010)

Instructor: Djamel Bouchaffra, Associate Professor of Computer Science
Class Time: Monday, Tuesday and Friday from 10 to 10:50 am, Room: 278 Carver Hall
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Office Hours: Monday and Wednesday from 9 to 10 am, from 1 to 3 pm
Tuesday and Thursday from 9:30 to 11 am.
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Textbooks: Gary B. Shelly, Misty E. Vermaat, Discovering Computers 2009, Course Technology Cengage Learning, 2008
ISBN 13: 978-1-4239-1198-2, ISBN 10: 1-423-91198-9

Gary B. Shelly, Thomas J. Cashman, Misty E. Vermaat, Microsoft Office 2003: Introductory Concepts and Techniques, Premium Edition, Course Technology Cengage Learning, 2007
ISBN 13: 978-1-4188-5931-2, ISBN 10: 1-4188-5931-1

Course Tech. Web Page: www.scsite.com/dc2009

Prerequisite: College admission. This course satisfies general education requirements for the non-major, non-science students.

Course Description:

We start this course by learning basic and advanced computer concepts with an emphasis on both the personal computer and enterprise computing. The course provides the student with a comprehensive view of what a computer can achieve and how it is being utilized throughout the society at large, i.e., at home, school, work, and play. Chapter 1 is an introduction to computers; it describes the main computer components, networks and the internet. We will cover the Internet and the World Wide Web in more details in chapter 2. The difference between application software and system software will be the object of chapter 3. We will present in this chapter different applications allowing text processing (Word), spreadsheet (Excel), database management (Access) and oral presentations (PowerPoint). Training with these applications and reinforcement of these applications will be conducted in the laboratory through several projects. The description of the computer system unit including motherboard, control unit, registers, and the system clock will be laid in chapter 4. In this very chapter, we will also cover data representation and the notions of buses and ports. The different input devices will be introduced in chapter 5. The output devices such as printers, speakers, headphones will be the object of chapter 6. The storage devices such as magnetic disks, optical disks and tape will be laid in chapter 7. Finally, we conclude this course by chapter 8 in which we present different system utilities and major operating systems such as Windows XP, Vista, Unix, and Linux.

Link to course materials (slides hand-out, homework assignments, tasks schedule...):

<http://www.djamel-bouchaffra.info>

Objectives:

By the end of the semester, students enrolled in this course should:

- Master basic computer terminology.
- Measure the impact of computers on today's society.
- Describe the five components of a computer system and their respective functions.
- State four classifications of computer systems based on memory size and processing speed.
- Identify secondary storage devices.
- Define three major ways of organizing data files.
- Use microcomputer applications such as Microsoft Word for text processing, Excel 2003 for worksheet, Access for database, and PowerPoint 2003 for oral presentations.
- Discuss the history of the Internet, and how to access and retrieve resources on the Internet.
- Be aware of computer security and privacy issues.

Grading:

- Final Exam (30%) (1 page of notes permitted)
- Mid-Term Exam (20%) (1 page of notes permitted)
- Lab Projects (30%)
- Chapter Quizzes (20%)

Grading Scale:

A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: below 60

Plagiarism or cheating on any test or exam results in a course grade of F, and expulsion from the classroom.

Class Topics Schedule (TENTATIVE!):

Date	Topics	Assignments & Exams
Week 1 (08/23):	Chapter 1 : Introduction to Computers	
Week 2 (08/30):	Chapter 2: The Internet and World Wide Web	
Week 3 (09/06):	No class on Monday 09/06 (Labor Day) Checkpoint Chapter 1 (p.44) Checkpoint Chapter 2 (p. 107)	
Week 4 (09/13):	Chapter 3: Application Software Lab	Lab Project Word assigned (Wednesday)
Week 5 (09/20):	Chapter 4: The Components of the System Unit Lab	
Week 6 (09/27):	Chapter 4: The Components of the System Unit Checkpoint Chapter 3 (p.174) Checkpoint Chapter 4 (p. 223)	Lab Project Word due (Wednesday 09/29) Quiz Chapters 1-2-3 assigned on Wednesday 09/29
Week 7 (10/04):	Chapter 5: Input	Quiz Chapters 1-2-3 due Wednesday 10/06 Lab Project Excel assigned (Wednesday)
Week 8 (10/11):	Lab	Mid-Term Exam (Wednesday 10/13)
Week 9 (10/18):	Chapter 6: Output	Lab Project Excel due (Wednesday 10/20)
Week 10 (10/25):	Checkpoint Chapter 5 (p.274) Checkpoint Chapter 6 (p. 334) Lab	Lab Project Access assigned (Monday) Quiz Chapters 4-5-6 assigned (Wednesday 10/27)
Week 11 (11/01):	Chapter 7: Storage Chapter 8: Operating Systems and Utility Programs	Quiz Chapters 4-5-6 due (Monday 11/01) Lab Project Access due (Wednesday 11/03)
Week 12 (11/08):	Lab	Lab Project PowerPoint assigned (Monday)
Week 13 (11/15):	Chapter 8: Operating Systems & Utility Programs	Quiz Chapters 7 & 8 assigned (Wednesday 11/17)
Week 14 (11/22):	Lab Checkpoint Chapter 7 (p.388) Checkpoint Chapter 8 (p. 436)	Quiz Chapters 7 & 8 due (Monday 11/22) Lab Project PowerPoint due (Wednesday 11/24)
Week 15 (11/29):	Class Exercises (<i>Last day of class Wednesday 12/01</i>)	
Final Exam: Tuesday December 7th from 1 to 3 pm		

Instructions Regarding Assignments

- NO LATE assignments will be accepted. Assignments should be submitted on the date and time due.
- Plagiarized assignments will result in a grade of "F".
- After the completion of 3 chapters a take home quiz will be given.
- Each assignment will be graded for neatness, correctness and style.
- If an assignment has multiple sheets, then staple them together in proper order.
- Do not staple multiple assignments together.
- Disorganized assignments (pages not stapled, out of order, mislabeled, unreadable etc.) will have their grade down by 20pts.
- **Lab Projects:**
 - Each student will be assigned a group. The number of students within a group depends on the number of computers available in the lab classroom.
 - There will be 4 lab projects:
 - Word
 - Excel
 - Access
 - PowerPoint
 - The students should save each project in a CD (purchase a Read/Write CD) that should be handed to the instructor on the due date (stated on the class schedule) for grading. This CD will be returned after grading.
NO PRINTOUT OF PROJECTS IS ACCEPTED!
 - The final grade of the lab project is the average of the 4 lab project grades.

Policies:

All rules and regulations stipulated in the GSU Student Handbook will apply. In addition:

- Everyone is expected to conduct himself/herself in a mature and responsible manner. No eating or drinking during class. Men should remove hats.
- Class attendance is a privilege and a duty. Everyone is expected to arrive on time and remain for the entire class period. Failure to do so is considered an absence.
- Attendance will be recorded each class period. The attendance record will be routed to the registers office immediately by computer. Be on time since being late is counted as absent. The roll is used by financial aid to determine your qualifications for refunds and/or financial aid.
- It is the responsibility of a student who misses a class to find out what was missed and cover the missed work.
- **CELL PHONES MUST BE TURNED OFF** in the classrooms and faculty offices.
- **NO MAKEUP TESTS WILL BE GIVEN.** A student who knows in advance that he/she will be absent from a test with a University excuse (due to, e.g., band, athletics, or other university-related event) may petition to take the test **early**. No test is given after the scheduled date. A schedule of your extracurricular activity and verification (document signed by the sponsor) of your participation must be submitted to me by the close of registration.
- No work for extra credit will be assigned on an individual basis during or after the semester.
- Group discussions and study groups outside the classroom are strongly encouraged.
- Cheating of any kind is a very serious matter and will result in an "F" grade in the course.
- During a test the students will sit in alternate rows. Cell phones must be turned off and put away.
- Do not ask questions during a test. If you find a question ambiguous, you should write a note to that effect and proceed using your best judgment. Student whose first language is not English may ask for clarification of a word or phrase.

- During a test nobody may leave the room and return to work on the test. A student, who arrives after the first completed test has been submitted, will not be able to take the test.

Computer Laboratories:

You are at risk of forfeiting, your account's use (either temporarily or permanently) if you violate any of the following:

- NO eating or drinking in any computer labs. Drink and food containers are not to be used into the laboratory.
- Cell phones must NOT be used in lab. Turn sound off or put in vibrate mode. Exit the lab your cell phone.
- Use earphones for audio output. Audio mode should not be used without earphones.
- No loud talkin^g/group discussions in labs. Use vacant classrooms for group or team discussions.
- DO NOT allow anyone to use your password to access your computer account.
- DO NOT sit on desk or tabletops. Use the chairs for seating'
- Place backpacks and other storage/packaging items on the floor near your workstation.

Security of Exams

During exam periods all students will be required to show a valid University ID.

Additional Instructions:

- All tests are given in the assigned classroom. The regular tests are given during class time and are consequently 80 minutes long. The test content will be representative of all classroom lectures.
- No student is exempt from taking the final examination.
- Please inform the instructor as early as possible if you are a graduating senior.
- Students participating in University sponsored extra curricula activities, e.g., band, football, track. etc., should submit a signed verification from the activity's director by the end of the third week of classes. Written notification of a scheduled event that conflicts with a test date should be given to the instructor at least a week before the test date so that the test can be rescheduled. The rescheduled test should be taken prior to the scheduled date or no later than three days after that date.

Computer Accounts

Each student will be assigned a computer account, which is valid for one semester. During the semester you will be able to save your files on the department file server.

Resolution of Concerns or Problems

If you have any concerns or problems regarding any aspect of this course, please discuss it first with the instructor and then, if necessary, with the department head.

Disabilities Statement

If you need accommodation in this class/setting/facility related to a disability, please inform the instructor of the course as soon as possible.