

# Course Policies

*Inquiry · Consciousness · Integrity*

Attendance  
(Thanks to Jim H.)

Students are expected to attend every class. I do not record attendance. However, that does not mean I do not notice if you are absent. Absences from class concern me, and should concern you too. You are only hurting yourself by missing in class. If you are not in class, you cannot participate, and I cannot get to know you.

Etiquette

Students are expected to be on-time for every class, return to class after breaks, and keep their mobile devices silent during class unless the ringtone is really cool.

Communication

Official means of communication include e-mail, videos on our web site, and in-class announcements. Missing class, failing to read your e-mail, or not watching a video is no excuse.

Returning your work

I will not chase you down to return your work. If you are not in class when I return things then you must come to my office at some later point and beg me for it.

Taking Notes

You are expected to take notes in class. Note what we talk about in class: what I say, what you say, what others say. Everything mentioned in class or assigned as homework or lab work is fair game for tests, quizzes, and projects. I do not often (if ever) distribute notes, so you must take them on your own; it's part of the learning process. To that end, a good way to prepare for an exam is to rewrite your notes, thereby reinforcing and organizing the material, and also embracing your inner OCD.

Laptops and Tablets

I **very much prefer** that you take notes on paper, without the use of a personal computing device. Here are some reasons why:

<https://www.nytimes.com/2017/11/22/business/laptops-not-during-lecture-or-meeting.html>

Given that this is the 21<sup>st</sup> century, and being that I try not to be *ridiculously* curmudgeonly, I will not outlaw laptops and tablets. But I insist that if you are going to use a laptop or tablet that you do so from the back of the classroom so it's not distracting to others (including me).

On Writing

I do not expect you to write perfectly, but I do insist that you respect writing and produce good ideas and polished prose. Everything you hand in must be proofread for spelling as well as for errors in usage and mechanics. Anything less will be penalized. There is more on this topic later on in this document.

Class Discussions and Participation  
(Adapted from David Foster Wallace)

Our class cannot function if there isn't student participation — it will become just me blathering on and on, which (trust me) will be horrible in all kinds of ways. There is, therefore, a percentage of your final grade that will concern the quantity and quality of your participation in class. But the truth is that I'm way more concerned about creating an in-class environment in which all students feel completely free to say what they think, ask questions, object, criticize, request clarification, return to a previous subject, respond to someone else's response, etc. Clinically shy students, or those whose best, most pressing questions and comments occur to them only in private, may do their discussing with me outside of class.

With that in mind, anyone gets to ask any question about any class-related issues that they want. There are, with few exceptions, no stupid questions. In fact, you are forbidden to keep yourself from asking a question or making a comment because you fear it will sound obvious or unsophisticated or lame or stupid. Because computer science and software development are such difficult, weird, topics to study, a stupid-sounding comment or question can end up being valuable and even profound. I am deadly-serious about creating a classroom environment where everyone feels free to ask or speak about anything he or she wishes. The best learning happens in a relaxed environment.



# Course Policies

*Inquiry · Consciousness · Integrity*

Tests	Tests cover material presented up to the class in which the test is administered. No makeup tests will be given. If you anticipate missing a test, make arrangements with me <b>in advance</b> to take and submit the exam prior to its scheduled date.
Due Dates	All assignments must be handed in, committed and pushed to GitHub, and/or uploaded by the beginning of class on the day in which they are due. If you're going to miss a class (which itself is a bad idea) arrange to submit your work on or before schedule anyway.
Late Submissions and Grades of Incomplete	Late submissions <b>will not be accepted</b> . We will discuss projects and labs and other assignments during the class in which they are due. Discussion is an important part of the learning process, and after we go over the assignment in class you clearly cannot hand it in. On a related note, you will not be given an Incomplete for this course under virtually any circumstances, so don't even ask me.
Appealing Grades (Adapted from Christine Vertullo)	Fairness in evaluating and grading your work is of paramount concern to me. To help insure that, I have an appeals process to handle any questions you might have about the grading of your work. I will address each and every one of your concerns. To that end, and in order to be fair and efficient, you must to write a letter of appeal (in e-mail form) if you want me to alter your grade.  <i>Rules for Submitting an Appeal</i> <ul style="list-style-type: none"><li>• Appeals must be in the form of a properly written letter, as an e-mail.</li><li>• Every appeal (if there is more than one) requires its own e-mail.</li><li>• Appeals are due the next class period after the work is returned.</li><li>• Appeals must be specific.</li><li>• Appeals must be content-based, not personal or emotional.</li><li>• Insufficient time is not a basis for an appeal.</li><li>• You must communicate what action you would like me to take (e.g., give full credit, add points, etc.).</li></ul> <p>This process empowers you, advances learning, and moves you toward academic maturity, and does so in that manner it benefits both of us. Further, when you are given a method to argue your points in an appropriate manner and explain your reasoning I get an opportunity to learn too.</p>
Collaboration, part 1	You are welcome to talk to other students about homework and projects, but unless you have been assigned to work as a team (and in my class that's quite unlikely), <b>your writeup and submission must be entirely your own</b> .  If you work with collaborators, you must list all collaborators and all sources that you consulted on the top of your homework/project and in the comments of your source code. (Collaboration on exams is not allowed.)  If you somehow violate the collaboration policy, your best option is to tell me before I notice. (I'm OCD and I notice a lot.) Mistakes you confess in advance are forgivable; others... not so much.

# Course Policies

*Inquiry · Consciousness · Integrity*

Collaboration, part 2

Writing programs, like writing prose, is an individual creative process. You must reach your own understanding of the problem and discover your own path to a solution. During this time, as noted in part one of this section, discussions with classmates are encouraged. However, when the time comes to write the code that solves the problem, such discussions are no longer appropriate: your code must be your work alone. (You may ask for help in debugging). You are encouraged to adopt ideas suggested by classmates or reference sources but **you must acknowledge those sources** in your code and documentation. Do not, under any circumstances, copy another's code, or any code you did not write. Writing code for use by another or using another's code in any form is a violation of Academic Honesty and will result in an unsatisfactory mark on your official record, followed by immediate failure of the course.

Some Criteria By  
Which I Grade  
Programs and Projects

All programs, databases, and applications must be free of syntax errors to receive any credit. Programs that [(compile or interpret) and execute] cleanly but contain logic errors will be graded based on the severity of the errors and how well your work demonstrates your approach and dedication to solving the problem.

When evaluating your assignments and projects I will ask myself the following questions:

- Is it correct, free from faults in specification, design, and implementation?
- Is it usable? About the interface...
  - Is it “clean” and well-organized? Would an OCD professor be proud?
  - Does it obey the Laws of Least Astonishment?
  - Is it accurate and easy to use?
- Is it reliable and robust? I.e., can it perform its functions without breaking down, even given unexpected input and under other circumstances?
- About the readability and maintainability of the source code...
  - Are the comments plentiful, clear, meaningful, and helpful; do they say things about the code that the code cannot say about itself?
  - Are the identifier names accurate, clear, and meaningful?
  - Does it compile or interpret cleanly?
- About the design...
  - Is the solution well-designed?
  - Is it reusable in a way that makes actual sense?
  - Does it illustrate the points made and principles discussed in class?
  - Have any lazy shortcuts been taken?
  - Can the program be unit-tested and system-tested?
- About the results, are they accurate and the output free of error?
  - Does it perform as assigned?
  - Is the output well-formatted and meaningful?
- About the development, was version control used?
  - Are there many small and descriptive commits (not a few large ones)?



Remember, neatness and style count. If you hand in a program that works, but that does not adhere to my style standards, is inadequately commented, or is poorly designed, you will be penalized. A lot. Good habits are important and I will reward you for developing some, and penalize you if you do not.

Students with  
Disabilities

Any student requesting or wondering about accommodations based on a disability should see the fine folks at the Office of Accommodations and Accessibility (OAA) (reachable at 845-575-3274) in Donnelly 226 and online at <https://www.marist.edu/academics/academic-resources/accommodations-accessibility> and [accommodations@marist.edu](mailto:accommodations@marist.edu).

# Course Policies

*Inquiry · Consciousness · Integrity*

## Learning to Learn

Capable professionals know how to solve problems, even — perhaps most especially — in the absence of complete knowledge. This is a large part of what I want to teach you. To that end, I will encourage and at times require you to engage in the joy of finding things out. There will be occasions when you need to look things up and discover things *on your own* to complete an assignment. This is an important skill, and one that will serve you for the rest of your life, so we might as well begin practicing it now.

## Academic Honesty

As a part this class, I will uphold and **vigorously enforce** the policies of this institution on academic honesty and plagiarism. All examinations, papers, projects, and homework assignments are subject to the usual standards of academic honesty as described in the Marist Student Handbook and other related publications.

All work must be your own. Period. End of story. This applies to homework, tests, quizzes, projects . . . anything and everything you do for this class. You are free to use reference material (including but not limited to text books and example code or other resources you find in person or online) as a guide or for inspiration. But **you must cite all your sources and make the proper references in your work**. Further, you may not under any circumstances copy *even the smallest part* of those materials and present it as your own work. **Any violation of this policy will result in immediate dismissal from the class with a failing grade. There will be no second chances.**

Furthermore, I expect you, my students, to behave in an appropriate and professional manner. Professional ethics **demand** that you embrace traditional “thou shall not cheat” behaviors, and also that you soundly reject additional forms of dishonesty and abuse which are uniquely possible working with computers.

Remember: Allowing someone to copy your work is every bit as dishonest as copying someone else's, and will be treated just as harshly.

Any violation — actual or perceived, in my sole discretion — of this Academic Honesty policy will result in one or more of the following actions in addition to any other forms of recourse available as specified by the Marist Student Handbook:

- Your grade on the offending assignment will be the maximum point value of that assignment multiplied by -1.
- You will be ejected from the course with a failing grade.
- A letter will be sent to your department chair, your Dean, and the president of the college.
- I will do everything in my power to see that you are expelled.
- And more. (And worse!)

The bottom line is that I expect you to conduct yourself as a person of integrity. This means that **plagiarism in any form is completely unacceptable**. You are soon-to-be a computing professional, and I encourage you to consult the ACM professional code of ethics. See <https://www.acm.org/code-of-ethics>.

## Class Cancellations

If this class meets during a double slot according to the time-slot grid and either of those slots are cancelled on any given day (due to snow, flooding, alien encounters, etc.) then the entire class is cancelled for that day.



# Course Policies

*Inquiry · Consciousness · Integrity*


Use of AI

Ask me about this on a class-by-class basis.

If it is explicitly permitted and you choose to do so, here are some minimum requirements:

- As ever, anything that's not 100% yours and yours alone must be marked as such and cited with sources. Whether you get help from an online AI or a student in Marion Hall, you have to acknowledge it and cite it or it is unquestionably plagiarism. Copying and pasting from a Hall of Fame or GitHub or some other online source is unquestionably plagiarism unless you cite it; this is no different.
- How do you cite it? Here's what ChatGPT has to say about citing itself:

 Write a citation for ChatGPT in ACM reference format

 As of my last knowledge update in September 2021, there isn't a specific ACM (Association for Computing Machinery) reference format for citing AI language models like ChatGPT, as these models are relatively new and standards may not have been established at that time. However, you can follow a general citation format in accordance with ACM guidelines, and adapt it as needed based on any new guidelines that may have emerged after my last update. Here's a general citation in ACM format:

```
less Copy code  
[Author(s)]. [Year]. "ChatGPT: A Language Model for Natural Language Underst
```

Please replace '[Author(s)]', '[Year]', '[Name of the Conference or Journal]', '[Volume number](Issue number)', '[Article number]', '[Page numbers]', and '[DOI if available]' with the specific information relevant to the version or publication of ChatGPT you are citing. If there are specific guidelines or recommendations from ACM for citing AI language models as of 2023, I recommend following those guidelines for the most accurate and up-to-date citation format.

- I'm interested in learning about how well (or not) AI-assisted software development worked for you. If you make use of an AI you must document your experience with it for every project: what worked and what didn't, challenges, unexpected occurrences, etc. Include a reflection on the experience as well. I'm interested to learn about your experiences with this.
- Remember: plagiarism is one of the few sins where it is easier to receive permission than forgiveness. So ask me about it first!



# Course Policies

*Inquiry · Consciousness · Integrity*

Safety  
and  
Security

Report all emergencies or suspicious activity or persons to the Office of Safety and Security

**Emergency - x5555 or 845-575-5555**  
**All Other Calls - x2282**  
**Outside Line 845-471-1822**  
**SNAP Escort Service - x 7627 (SNAP)**

All classrooms have a phone capable of calling Security in an emergency. The building name and room number is posted on the inside of all classrooms. Tell Security your location and nature of the problem.

Classrooms have door locks on the inside to prevent entry of intruders. (Do not use these to keep your professors out. We hate that.)

Emergency Information placards have been placed in all classrooms close to the phone. Read them and note the evacuation routes.

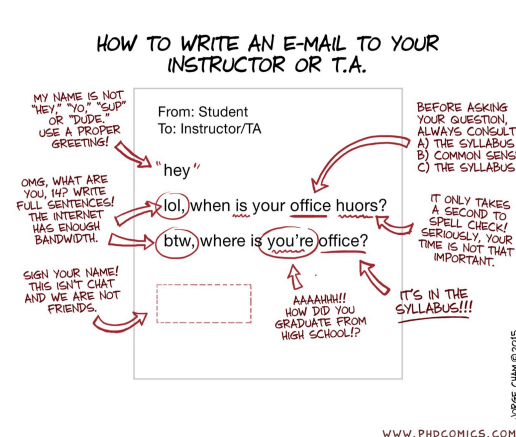
Close all doors as you leave.

Fire Alarms

Note the evacuation routes. All people must evacuate a building immediately when the fire alarm sounds. Do not use elevators during fire alarm. Get to a safe distance from the building and do not reenter until given the "all-clear" from the Fire Department or Security Officer. (Two fire drills are conducted each semester, so you have that to look forward to.)

Professionalism  
(Adapted from  
Molly Worthen)

This is college, and while you are in college your coursework is your job. You should behave as you would in a professional environment. When in doubt about how you should speak, write, or act, always err on the side of formality, even in e-mail. Any e-mail you send to a me (or any professor) should sound like a formal letter, not a text message or a demand from customer service. Here is an excellent resource on the topic: <https://www.math.uh.edu/~tomforde/Email-Etiquette.html>.



Hand-written work will not be accepted unless it's from an in-class test. All submitted material must be typed or otherwise electronically composed. Learn to master Pages and Keynote and LaTeX. Learn to produce PDFs. Neatness counts in life, especially in this class.

Advice

Discipline, perseverance, and the ability to keep showing up when things are not going well are more important to success than looking smart.

Copyright

Materials used in connection with the course may be subject to copyright protection.

# Course Policies

*Inquiry · Consciousness · Integrity*

About missing final presentations

A portion of the points you are expected to earn for attendance, participation, not being lazy, and not whining comes directly from being present for final presentations. Students who miss final presentations will forfeit at least 20 points (2% of your grade). Forfeited points will be tallied and distributed among the students who were in class for final presentations.

Students as Customers?  
(adopted from Marek J. Druzdzal)

Some students are saying that they are customers of Marist College and should be treated as such. While there are certain comparisons that can be made between buying a car and buying an education, and while a student should rightly expect quality in return for his or her tuition money, there is a basic misunderstanding in a customer-centered view of education.

Tuition money is not buying an education, it's buying an *opportunity to learn*. Each student determines how much education he or she will gain given this opportunity. While paying tuition money entitles a student to quality resources, it does not buy the right to passing grades. How well a student does depends on how much he or she is willing to invest in learning; and it depends on his or her active participation in learning. No amount of tuition relieves a student from this duty.

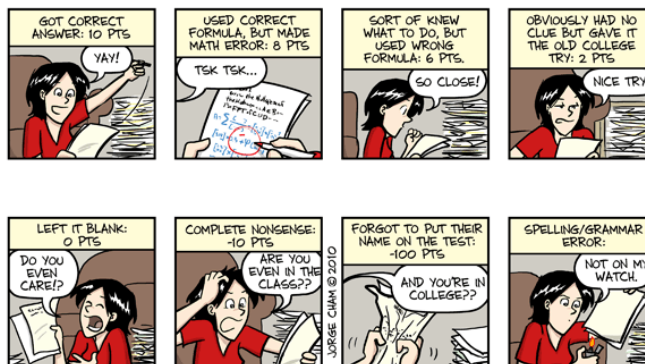
Grades and degrees are **earned**. They are not bought.

Title IX

Marist College is committed to providing a safe learning environment for all students. If you or someone you know has experienced sexual harassment, including sexual assault, dating or domestic violence, or stalking, support is available. Please contact the Title IX Office at [TitleIX@Marist.edu](mailto:TitleIX@Marist.edu) or (845)575-3799 or visit [www.Marist.edu/title-ix](http://www.Marist.edu/title-ix) to file a report. Please be aware that faculty and staff are required to disclose incidents of sexual harassment or other potential violations of the *Marist College Discrimination, Harassment, and Sexual Misconduct Policy* to the Title IX Office. To speak to a confidential resource who does not have this reporting responsibility, contact Counseling Services at (845)575-3314, Health Services at (845)575-3270, or Campus Ministry at (845)575-3000 (x2275).

## GRADING RUBRIC

PROBLEM 1 (TOTAL POINTS: 10)



WWW.PHDCOMICS.COM

**Warning:** You must be over two years of age to view the contents of this document. Any reproduction, retransmission, redistribution, reeducation, memorization, reverberation, retribution or other re-generalization — either explicit or implicit — must be done with the express written consent of Ted Codd, Ian Fleming, and Stevie Ray Vaughan. The user of this document may be subject to alien abduction(s) and/or visitation(s). Any such events shall be at the users own expense and the creators of this document shall not be held liable for any damages incurred from said abduction or visitation. If any part of this agreement shall at a later date be determined to be void, invalid, non-existent, incoherent, or otherwise not applicable, the rest of this agreement shall remain in effect for a period of no less than 10 years beyond the fullness of time. In accordance with the Benelux Conventions, I am required to inform you that *it don't mean a thing if it ain't got that swing*.