Course Description
An introduction to computer terminology and concepts of computing. Hands on experience with tools available on the Internet to find information, as well as microcomputer applications such as a word processor and a spreadsheet package.

Some Student Goals
To understand history behind the technology we use today, and how we might be able to envision future paths and prepare for new technologies as they unfold based on this history. To learn the relevant terminology and underlying concepts of today's technology. To explore different operating systems (both graphical and command line). To be able to use the tools and information available on the Internet to gather ideas and facts, and to organize and format information gathered both on and off the net in a professional manner. To consider societal impact and implications of technology.

Required
- Leonardo's Laptop (and edition) by Ben Shneiderman [ISBN: 0262692996] - unless you have already done a paper on this book, in which case you need to contact the instructor for further information.
- Brown (Manila) Envelopes: Three - 9”x12” size
- WAM login account (you should already have one from orientation)
- GLUE login account (you probably do not have one of these yet)

Suggested
- USB "key chain" drive (details in class)
- A WAM print account

Grading
Semester Exams  - 2
Exam 1  (16%)
Exam 2  (16%)
Projects - 6
Windows, Mac, Internet Applications  (3%)
UNIX, Pico, E-mail  (3%)
Document types and File Transferring  (5%)
Searching and Research  (9%)
Web page creation  (7%)
Spreadsheets  (5%)
Leonardo's Laptop and In-class work  (7%)
Final Exam  (29%)

Assignments due in class will be due at the beginning of your section's class time on the date specified in the project descriptions. Assignments due electronically will have their due times listed in the project description. For each project there will be a one-week late period. Assignments turned in during this one-week late period will be assessed a 50% late penalty regardless of when during the late period it is submitted. With a valid medical excuse for the due date, a project can be submitted at the next class you attend after your medical problem and will not be penalized for lateness. If you have a medical problem for one week or more that causes you to need an excused extension for a project, the medical excuse will need to cover that extended period of time and a letter from your physician with his/her phone number and the dates for which you were incapacitated WILL be required at a minimum. Even with a valid excuse, you will still be expected to hand in your assignment, but will be given appropriate time.

Assignments may not be handed in at the undergraduate office, in my mailbox, or place other than in class or my office hours. Assignments are to be done INDIVIDUALLY. Working in ANY way with other students will be considered cheating. Cheating is (of course) PROHIBITED. A student found to be cheating on a project, paper or exam will receive a zero for that project and will be reported to the honor council for an academic review.
The semester exams will be given during the normal class period. The exam will be given at the beginning of the period. The second half of the period may be a class session. University IDs must be available for inspection on exam day. You should bring a blue or black pen with you to your seat on an exam day as well as at least one number 2 pencil with an eraser.

There will be no make-up exams given for the hourly exams. A student with acceptable medical documentation will have their grade for the course based on the two exams that were taken. If more than one exam is missed with acceptable documentation, the instructor reserves the right to give a special exam to substitute the two missed exams. This documentation must be provided at the class session following the exam, or in the case of extended absence due to medical reasons, the class session immediately following the end of the excused period. If a student expects to miss an exam for a university function they are REQUIRED to attend, an explanation from a faculty member will be required IN ADVANCE. As with projects, cheating on exams is PROHIBITED. This includes looking at another student's exam, showing another student your exam, using any notes during the exam. Students caught cheating in any way will receive a zero on the exam and will be reported to the honor council for an academic review.

**Topics (not in strict order)**
- Hardware/Software/Operating Systems/Networks: Introduction and Terminology
- Introduction to the Internet and the World Wide Web
- Instant Messaging and some network security issues
- The UNIX Operating System
- Using on-line Resources via Telnet and Secure Shell
- Ways to transfer files across the Internet
- Exploration of On-line Library Resources (both Telnet-based and Web-based)
- Searching on the World Wide Web
- Issues in Credibility and Reliability of Sources on the Internet
- Web page authoring (including style sheets and java applets)
- Introduction to Spreadsheets
- Some Basic Concepts in Statistical Functions
- Javascript programming
- Social and Legal Issues Relating to the Internet and Information Technology

**Projects & Papers**
There will be six projects during the semester. Some of the projects might have multiple parts each of which having a separate due date. On average, you can expect to have a project due every other week. Some projects (or parts) will be submitted in paper form, and others will be submitted completely electronically.

There will be in-class discussions that will be graded for participation quality.

There will be an individual written assignment about "Leonardo's Laptop".

**Exams**
The (highly probable) semester exam dates are October 11th and November 17th.

The final exam will be on Thursday December 15th at 4:00pm.