CIS111 Mid-Term – Fall 2010

For your mid-term, I would like you to conduct some research on the history of computers.

Select a milestone or event that you feel had a significant impact on the overall development of computers and how we use computers today. Be sure you not only provide your opinion as to why you feel this milestone is significant, but also provide historical proof - actual facts as to how this event shaped the development and use of computers.

For this assignment, please complete the following:

1. Choose a topic
2. Research your topic and locate at least 5 different sources of information, overall.
    - At least 3 sources should be Internet websites.
    - Remember: Wikipedia is NOT an acceptable research source.
3. In addition to the Internet, you should also utilize the library online resources (EBSCO database, e-Books, etc).
    - At least 2 different sources of information should be online library resources.
    - **If you have never used the library online resources before, you may ask me for a brief overview of how to use them or see Becky Clerkin in the library for help.**
4. Include your research findings in a 5-page paper and be sure to properly cite where you found your information. If you are not sure how to cite references check out the following link:

How to Cite Books, Magazines, and Web Sites in a Research Paper:
http://www.lib.duke.edu/libguide/works_cited.htm

5. Upload your research paper to the Digital Drop Box no later than Wednesday, October 27th at 11:59pm.

Late submissions will not be accepted or graded and you will receive a zero - no exceptions.

****Your mid-term document should be saved as a rich-text document named: cis111_midterm_lastname.**

Micro-Soft's Macro-Impact

It's 2010. Sixty-five years have passed since the birth of the ENIAC (Electronic Numerical Integrator and Computer), a massive mainframe computer filled with thousands of vacuum tubes and blinking lights that could add a multitude of numbers in a mere second . In those sixty-five years, milestones and events have occurred in the computer industry that have contributed to what personal computing is today. One of the most pivotal events in the development of the computing industry was not so much an invention but more of a business transaction. This transaction was the infamous acquisition of a DOS-based operating system in 1980 by a then small company called Microsoft that in turn, was licensed to IBM with the freedom for Microsoft to license to other computer manufacturers as well. This business move was one that would propel Bill Gates to become one of the richest men in the world and Microsoft to become a instant monopoly in the computer industry.

To understand the impact that Bill Gates and his business tactics would have on the computer industry, it is important to mention some events that occurred prior to the historic DOS acquisition.

1968. Bill Gates' first exposure to a computer happened when he was 13 which Gates himself classified as a "key event" for him (Goodell). Gates was intrigued with the inner workings of the computer and it became a "dominant obsession" "to understand how it was built and who wrote the software" (Goodell). He and childhood pal, Paul Allen were students at Lakeside Prep school and spent endless hours working on the computer learning as much as they could.

1975. While Bill Gates was a sophomore at Harvard, he received a visit from a very excited Paul Allen who was in Boston at the time. Paul had acquired the January edition of the *Popular Electronics* magazine, which featured on its cover the “World’s First Mini Computer Altair 8800,” built by ex-Air Force Officer Ed Roberts, founder of MITS (Micro Instrumentation Telemetry Systems). The Altair 8800 was a computer kit that needed to be assembled with parts to be soldered. However, it attracted hobbyists who were excited to finally have a microcomputer of their own ("How the Altair 8800 started the PC revolution (Part 1) ").

Once assembled, the Altair was just a box with switches because it had no programming software yet available for use with its Intel 8080 processor. Here was an opportunity both Allen and Gates saw for them to break into the software market. Allen contacted Roberts at MITS to tell him that they (Allen and Gates) had this BASIC (Beginner's All-purpose Symbolic Instruction Code) software that could run on his Altair and, subsequently, secured a meeting with MITS to demonstrate their product. Prior to the meeting, both Paul and Bill worked around the clock creating the BASIC interpreter on paper tape that would enable the BASIC language, originally designed for mainframes, to work on the microcomputer using the latest Intel 8080 chip. Paul flew to Albuquerque, NM to meet with Roberts and his staff. Paul was unsure if the interpreter would even work as it had not been tested with the actual Altair, only a simulator. Amazingly, it did work and the phrase “memory size?” printed on the screen. MITS was impressed and the BASIC software was licensed to them ("How the Altair 8800 started the PC revolution (Part 2) ").

Gates immediately left Harvard to team up with Allen and a few other high

school buddies to continue to work on the BASIC software to run on the Altair. In an interview of Bill Gates aired on YouTube, Gates referred to this work as a “labor of love” ("How the Altair 8800 started the PC revolution (Part 2) "). They worked for weeks and weeks and produced a BASIC language that enabled users of the Altair, with the use of terminals, to “write games, word processors and accounting programs” ("How the Altair 8800 started the PC revolution (Part 2) "). And so began a future of the computing industry that would include microcomputers, software and a partnership that would soon become a household name.

1977. In the two years since Bill and Allen began their “informal partnership” called “Micro-Soft” (**Micro**computer and **Soft**ware), they licensed their BASIC software to several firms including powerhouses like General Electric and NCR. In their first year, they grossed over $16,000 in licensing revenue. As they took on several more employees to meet the software licensing demands of the industry, they founded their company, dropped the hyphen and became **Microsoft** (Rothman, 16). They expanded their product to include FORTRAN, began to sell BASIC for “single-copy” use and expanded their market overseas after negotiating a deal with a Japanese firm. Revenue for that year loomed near $400,000 (Rothman, 17).

1980. Microsoft’s licensing revenues hit $7.5 million (Rothman, 15). The computer industry was abound with several companies, such as Xerox, manufacturing microcomputers. The popular operating system of the time was the CP/M (Control Program for Microcomputers) created by Gary Kildall of Digital Research, Inc. in 1973 utilizing the Intel 8008 model chip (Young). A PBS documentary series on American innovators categorized Kildall as a pioneer of PC software whose CP/M software

“allowed files to be read and written to and from 8-inch floppy disk” and was deemed “the first DOS for a microcomputer” (“They Made America”).

IBM was looking to enter the microcomputer scene with a personal computer of its own and needed an operating system. In July, 1980, IBM approached Bill Gates who, because Microsoft did not write operating systems, directed him to Kildall of DRI. In a profile documentary on Kildall’s contributions to the computer industry posted on YouTube, Kildall’s partner, Tom Rolander, revealed what happened at the infamous IBM meeting. While legend claims that Gary went flying instead of meeting with IBM that is only partially true. Gary and Tom had in fact been flying *back* from an appointment with a client and had arrived late to the IBM meeting. By the time Gary had arrived at the meeting, it had taken a sour turn mainly because, according to Rolander, IBM wanted DRI to sign a “unidirectional non-disclosure” that basically stated that the meeting between IBM and DRI did not take place, however, anything that DRI revealed to IBM concerning their operating system would be “public domain” (Gary Kildall Special [PART 2 OF 3]). Additionally, IBM wanted to purchase CP/M outright from DRI for a flat license fee of $200,000 with no royalties to be paid (Young). IBM would then re-name the system PC-DOS. However, because Gary would not agree to the terms, no deal was made.

Microsoft then took advantage of the DRI/IBM failed dealings by agreeing to IBM’s non-disclosure agreement, as Microsoft had no operating system software to protect. In Just Say No To Microsoft, Bove described the subsequent meeting between IBM and Microsoft as “a performance that will go down as one of the most audacious in business history” (11). It was at this meeting, Bove further states that Microsoft “sold

IBM on a new operating system they didn't even have. Not only was IBM willing to pay Microsoft royalties on the new system, but in a momentary lapse of reason, IBM allowed Microsoft to retain ownership" (11).

Microsoft, who quickly needed to come up with an operating system, flew back to Seattle and contacted Tim Paterson of Seattle Computer Products who had developed a 16-bit clone of Kildall's 8-bit CP/M operating system (Bove). Originally called QDOS for Quick and Dirty Operating System, Seattle Computer Products marketed this OS under the name 86-DOS for its use with the Intel 8086 chip. For $50,000 Microsoft purchased the rights to the 86-DOS operating system from Paterson. All the while, Paterson did not know this purchase was for the powerhouse company, IBM (Bellis).

Microsoft then tailored the operating system to meet IBM's criteria and created two identical versions, renaming one MS-DOS and the other PC-DOS (Trevena). The latter was licensed to IBM for their *IBM PC* (released on August 12, 1981) while the former was marketed to other hardware manufacturers. The IBM PC was a phenomenal hit and there was suddenly a "massive uptake of PC's on the home user and the industry front" (Trevena). And Microsoft, who had the monopoly on not only the software industry but now the DOS operating system, reaped the licensing benefits.

As technology continued to evolve, Microsoft would continue to infiltrate other aspects of the computing industry, such as the internet, computer hardware, business applications as well as the gaming and cell phone markets. By 1986, Gates, at just 31 years old, was Microsoft's largest shareholder and also the world's youngest self-

made billionaire (“Gates, Bill”).

While the computer industry has undergone vast changes in the last sixty-five years with many contributions from several industry innovators, two pieces that have been ever-present and dominant since the early 1980’s are Bill Gates and Microsoft. Were it not for Microsoft’s brilliant deal made 30 years ago, we might be saying today “Bill ***who?*** “

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2. Research your topic and locate at least 5 different sources of information, overall.
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    - At least 2 different sources of information should be online library resources.
    - **If you have never used the library online resources before, you may ask me for a brief overview of how to use them or see Becky Clerkin in the library for help.**
4. Include your research findings in a 5-page paper and be sure to properly cite where you found your information. If you are not sure how to cite references check out the following link:

How to Cite Books, Magazines, and Web Sites in a Research Paper:
http://www.lib.duke.edu/libguide/works_cited.htm

5. Upload your research paper to the Digital Drop Box no later than Wednesday, October 27th at 11:59pm.

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CIS111 – Introduction to Computers – Fall 2010 - Online

Instructor Information:

Instructor: Renee Dodge
E-Mail: rdodge@ccsnh.edu
Office Phone: 603-427-7663
Class Room: Online
Office Hours: Monday (Online) 2:00 – 4:00pm
Tuesday 10 – 12:00pm
Thursday 11 – 12:00pm
Note: If you cannot meet during scheduled office hours, you will need to contact me to set up an appointment.
Office Location: 401 – 4th floor

Course Information:

Dates: Monday, August 30th, 2010 – Friday, December 17th, 2010.
Study Time: You will need to devote **4 to 6** hours per week for course assignments.

Course Description:

The purpose of this course is to provide students with the fundamental background and understanding of various critical components of computer technology. A required course for all computer majors, this foundation course provides students with a firm foundation in computer technology including: hardware components, software applications, processors, memory management, secondary storage, file management, operating systems, networking essentials, ethics, and emerging technologies. Students will also explore various ethical issues surrounding the use of digital information, as well as the impact of technology on business and society. **Prerequisites:** None

Course Objectives:

By the completion of this course, students will:

1. Understand why the knowledge of computing infrastructure is important.
2. Gain in-depth knowledge of operating system and application program fundamentals
3. Identify all aspects of computing infrastructure including CPUs, motherboards, I/O devices and related hardware, networking technologies, operating systems and application software.
4. Comprehend how computers process data and be able to convert between hex, binary and decimal numbers.
5. Understand the similarities and differences among various O/S, including UNIX, Linux Mac OSX and Windows

6. Install, configure and use various computer operating systems
7. Explore open source operating systems and software
8. Use the Internet as a tool for research, references and communication
9. Understand the basics of networking including issues surrounding security and privacy
10. Explore emerging computer technologies
11. Evaluate different computer related careers
12. Explain the various ethical issues arising from the use of digital technologies
13. Understand the impact of technology on business and society.

Required Textbook:

Snyder, Lawrence. Fluency with Information Technology: Skills, Concepts, and Capabilities; Fourth Edition. Pearson Education, Inc. 2009. ISBN-10: 0-13-609182-2

Students are encouraged to check out the text book companion website for additional information and resources at http://www.aw-bc.com/snyder/.

Required Web Hosting Account:

Students will be required to purchase a web hosting account using the .info domain (the information domain). The price of the **.info** domain will be $1.99 for a year! Can't beat that deal! Information on how to purchase and setup your accounts will be posted within our Blackboard site.

We will be using these accounts to begin the process of building ePortfolios. All CT students will be required to create and maintain an ePortfolio during the time they are enrolled at GBCC.

ePortfolios:

The purpose of an ePortfolio is to provide students with a medium to:

- Create a plan of study
- Showcase achievements
- Collect and Reflect on "best" work
- Share educational and work experiences

A minimum of three (3) artifacts per course should be added to a student's ePortfolio. Along with each artifact added to the ePortfolio, a reflection piece should be included that clearly describes why the artifact demonstrates achievement of each standard or goal. The reflection piece should also include goals for continued learning. In addition, the reflections should illustrate the student's ability to effectively critique work and provide suggestions for constructive practical alternatives.

Each artifact should be accompanied by a caption that articulately explains the importance of that particular work including title, author, date, and description of the importance of the artifact.

Blackboard:

This class will meet 100% online using Blackboard – there will be no in-class meetings. You will find all of the necessary course resources and assignments posted online to the Blackboard site.

Accessing Blackboard:

http://ccsnh.blackboard.com

Your Blackboard ID. The format for your username is first initial, followed by last name, followed by the last five digits of your Great Bay Community College ID number.

Example: Steven Smith SSN: 987654321 converted to GBCC ID: @09001234
Previous Blackboard username: ssmith54321 - this ID is no longer active
New Blackboard username: ssmith01234 - this one is active

Your Blackboard Password. Your default Blackboard password is the last 6 digits of your GBCC student ID number. If you have changed your password and don't remember your password, please go to the Blackboard login page and enter your username and select the "Forgot password?" link. This will email your active email account in Blackboard with instructions on how to change your password.

You can also view/verify your Blackboard username as follows:

- Log in to SIS
- From the Main Menu page choose Personal Information
- On the Personal Information choose View Blackboard Username

We encourage you to learn your GBCC ID number and use it on all official College paperwork to ensure proper updating of your records.

Also, once you sign into Blackboard you can change your password. Go to Student Tools and click on the link for Personal Information. You'll then find a link to change your password.

Additional Student Needs:

1. **Access to a computer**. You will need to spend a significant amount of time using the computer to complete assignments and learning the concepts. You do not need a computer at home to complete this course. The CAPS lab and Library has computers you can use. Most local libraries also have computers that are available for use by the public.
2. **Internet access** – we will be using the net extensively for reference, class readings and tutorials. Again, if you do not have internet access at home you can use CAPS, the Library here on campus, and/or visit your local library.
3. A **jump drive** is recommended to save and transfer information. You can also use the *Digital Drop Box* on **Blackboard** to send and receive files but I would highly recommend that you save your work to a local system or drive for transport.

Student Email Accounts:

Students are required to monitor their college email accounts. College email is our method of communication; these emails will not be quarantined as others might and are clearly identified as student communication.

1) I will check my email at least once a day during the work week; **I will not be available on weekends or after 4:00pm during the week**. Emails and phone calls will be returned within 48 hours during the work week.
2) In the event of changes to course assignments or syllabus I will post an announcement within Blackboard and send a class wide email as soon as possible.

Netiquette:

"Netiquette" or "network etiquette" defines appropriate communication to be used in the online environment. The online environment includes any communication that occurs via technology such as email, discussion boards, chat rooms, websites, blogs, wikis text messages and instant messaging. The Community Colleges encourage students, faculty and staff to use common courtesy and respect in all forms of communication to promote effective and positive interactions.

CCSNH Netiquette Policies:

1. Avoid offensive language of any kind. Offensive or derogatory language in an email, discussion board or other form of communication technology intended to harass others in a sexual, racial or other prejudicial manner violates civil rights laws.
2. Avoid threatening language or repeated harmful attacks on other students or faculty. It is against the law.
3. Avoid "**outing**" which is where someone posts personal information about another student or faculty in an online environment, without their permission.
4. Avoid "**flaming"** which is the expression of extreme emotion or opinion in an email or online discussion board communication.
    - Misinterpretation of an email followed by an impulsive email response increases the probability your recipient will also respond emotionally making the situation worse. "Act in haste, repent at your leisure."
    - Emotionally charged email can be printed out, forwarded to many people instantly and may acquire a level of importance that was never intended.
5. Do not forward an email message, file attachment or photo without the author's permission. Asking for permission demonstrates your integrity in personal and business communications.
6. If you are a student and feel someone is being harassing, demeaning or abusive, please follow the policy procedures outlined in the course syllabus.
7. The use of **bold fonts** and the color red often convey a tone of anger to your reader.
    - Try to use dark colors in communications, lighter colors do not photocopy well and may not appear on printed documents if the color ink cartridge is old.
    - The colors red or light green often cannot be seen by people with color blindness.

8. Use a clear email or discussion board posting subject line that relates directly to your message. Consider it to be the headline of a news article.
    - Use an inverted pyramid form of writing with the most important statements in the first paragraph. Follow up with supporting details.
    - Keep paragraphs short for easy reading. Use blank lines between paragraphs. State your recommendations for resolving a problem.
    - Be clear, concise and considerate.
9. Avoid acronyms or abbreviations unless the entire class is familiar with them.
10. When communicating online or in an email, avoid instant messaging shorthand such as "u" for you. Communicate intelligently.
11. Use spell check and take time to proof read your communication. Electronic communication may be the only impression someone has of you.
12. Be cautious - email and online course postings stand on their own merit, often without context, and may be instantly forwarded to many people. It is impossible to rescind a written communication when it becomes available for all to see.
13. Be considerate of mistakes. If you decide to inform someone of a mistake or correct factual information, be polite and inform them by private email rather than group email of discussion board posting.

Outcomes Assessment:

Students will illustrate proficiency of computing system concepts during in-class and online discussions, through oral demonstrations, written assignments and practical applications and will be assessed on their level and usage of technical vocabulary, ability to solve problems, demonstration of critical thinking skills and understanding of the concepts discussed in class.

Evaluation and Grading Policy:

1) Apart from reading assignments from the book there will also be a number of web references provided on a weekly basis. Additional reading materials or sample files may also be provided. It is expected that students will review these materials to expand their knowledge of the topics covered.
2) Spelling and grammar count! Please make sure you spell check all assignments
3) Missed quizzes and tests cannot be made up.
4) I will check the *Discussion Board* on **Blackboard** at least twice during the work week. Please do not post questions requiring an immediate answer to the Blackboard discussion area or Blackboard Digital Dropbox, as I will not check these areas on a daily basis.
5) Assignments are due by posted due dates. All late assignments will only be worth partial credit unless prior arrangements have been made with the instructor. Assignments that are over two (2) weeks late will not be graded.

Grading:

Final Exam:	20%
Midterm Exam (may be in the form of a paper):	20%
Quizzes:	20%
Homework:	15%
ePortfolio (at minimum: 3 artifacts):	15%

Participation (Discussion Board): 10%

A	94 - 100
A-	90 - 93
B+	87 - 89
B	84 - 86
B-	80 - 83
C+	77 - 79
C	74 - 76
C-	70 - 73
D+	67 - 69
D	64 - 66
D-	60 - 63
F	Below 60

If you are having difficulty keeping up with the course schedule and completing assignments please contact me via email and let me know as soon as possible!

If you do not contact me prior to missing an assignment, you will not be allowed to make up any of the work you have missed.

***Checking Your Grades*:**
It is your responsibility to monitor your progress throughout the semester. Use the "My Grades" feature of Blackboard to monitor your progress on quizzes and assignments. This feature is located within the "Student Tools" section. When assignments are graded, comments will be submitted to your Digital Drop Box, which is also located within "Student Tools". It is in your best interest to read those comments on a weekly basis. **Please Note:** There are no extra credit projects in this course. The assigned work will measure your competency, so be sure you are prepared before taking the online quizzes.

All assignments will be available within the "Homework" section of Blackboard. Most weeks there will be multiple assignments to complete, such as an email, a discussion, and a project or exercise.

Your instructor will ask you to complete an Online Course Evaluation. It will appear as a button on your Blackboard course approximately three weeks before the end of the semester. All courses are evaluated every semester.

Time Management Considerations:
Although this is an online class, you need to consider how much time would be spent in class if this course had weekly meetings in a classroom. You would be spending three (3) hours a week in the classroom, and at least another three (3) hours a week reading, studying, and working on the exercises in the textbook. Be sure to plan your study week to include sufficient time to read the assigned chapters, work through the textbook exercises, and review the online notes and exercises. Once you are well prepared, take the weekly quiz.

Online Office Hours:
In addition to on-campus office hours, I will be available for office hours online Mondays 2 – 4:00pm. To

take advantage of these online hours, you will need to email me with your questions and/or concerns. If necessary we can also use the “Collaboration” tool within the “Communication” section of Blackboard. You will then need to join the “Office Hours” Chat. If you do not know how to use this function, email me for further explanation or go to the CAPS lab for assistance.

Attendance Policy:

The Department expects you to attend class regularly and complete all assignments on time. You should also try to maintain a positive and enthusiastic attitude toward the learning process.

Attendance will be measured by participation in the online discussion groups and completion of weekly assignments. As an online class, the participation expectations are: that you will post to the discussion boards every week. Minimum participation requirement is the completion of weekly homework and quizzes (if there is one) by 6pm the following Sunday. For example, if Chapter 1 is assigned for the week of August 30th, then the quiz (and additional homework) will need to be completed by 6:00pm Sunday, September 5th to be graded and included in your total grade.

Participation is the key to success in this class. It is your responsibility to complete the weekly assignments, take the weekly quizzes, and stay up-to-date with the required reading. Check in on the discussion board to ask questions, and gain information from others. If you are having issues with internet access or gaining access to class materials, take responsibility for your learning and contact me as soon as possible. **Remember:** there are computers available for your use in both the Library and CAPS lab.

**There is also a button on the course Blackboard site that will bring your directly to the Great Bay online Help Desk. When having technical difficulties, try to utilize this resource as well.

If you cease participating, you will receive an Administrative Failure (AF) for a grade unless you withdraw. I consider two (2) weeks of non-participation as ceasing to participate. In the event of a medical emergency please communicate with the professor as soon as possible.

An Administrative Failure is the same as failing by the student and will adversely affect your GPA. You must take responsibility for your attendance and contact me when you will be absent.

You may drop from the course at any point **before September 7th for a full refund**. In order to drop this class you must fill out an add/drop form and return this form to the registrar's office. **Simply ceasing to participate or contacting the instructor does not constitute officially dropping the course.**

You may withdraw from the course and receive the grade of W which does not impact your GPA if you withdraw **November 4th**. After this date you can still withdraw until **December 3rd**, but you will receive either a WP (withdraw passing) or WF (withdraw failing). WF is counted on your GPA as a failing grade.

Administrative Failure Policy:

The Instructor or an Administrator may withdraw a student from the class at any time for reasons other than poor grade performance – e.g., failure to meet class attendance requirements, failure to complete course assignments, violation of Student Code of Conduct, disruptive behavior, etc. The grade that will appear on your grade report is an AF and will be calculated into your GPA as a failing grade.

Please Note: An administrative failure drop may affect a student's financial aid, loans, Veteran's benefits, health insurance, and academic progress.

Online Student Information:

SIS (Student Information System)

This is an online system that allows students to access their various types of data including course schedules, rosters, contact information, financial aid and grades.

1. To access system do the following:
    a. Go to http://www.greatbay.edu
    b. Click on the Current Students link
    c. Click on the Student Information System link
    d. Enter your social security # or your Great bay Community College ID as your USERID
    e. Enter your PIN (which will be the last six (6) digits of your SSN# or your birthdate in MMDDYY format
    f. Once you successfully login you will be required to change your PIN before you can continue to use the system
    g. Your PIN must be a six-digit number ONLY
    h. After you set your new PIN, you need to create a security question to which only you would know the answer

Please Note (Existing Users):

- Your SIS PIN number has not changed. Use the same PIN you were using before your ID was converted.
- If you don't remember your PIN enter your SSN or College ID and use the "Forgot PIN" button to access the security question previously set up.
- Your Great Bay Community College ID number is prominently displayed on the Main Menu page in the Student Information System.

Great Bay Community College Student Support Services:

CAPS and Tutoring

If you are having difficulty with the class please:

- Post a message on the Discussion Board on Blackboard – be sure to use your classmates for troubleshooting and problem solving.
- Make an appointment to come in and meet with me during my office hours
- See a tutor in the CAPS department

CAPS (Center for Academic Planning and Support) has a variety of services to support your academic success at Great Bay Community College.

This includes:

- tutoring support for many (though not all) classes*;
- Math and Writing drop-in Centers, some tutoring support online;
- software applications in CAPS open lab;

- individual academic counseling for setting goals and finding strategies to increase learning and performance;
- assistive technology;
- ESOL support;
- career exploration;
- academic workshops and much more.

Check with CAPS to see all that is available for support for your class.

For more information on tutoring times and to see if tutors are available for your course, contact CAPS.

Send tutor requests to Tutor Coordinator, Carol Despres, at 603-427-7623 or email: cdespres@ccsnh.edu.

Schedules are posted at CAPS and updated periodically during each semester at www.greatbay.edu/CAPS.

Students with Disabilities

The College is committed to providing support for students with disabilities. Any student with physical, learning, attention, and/or psychological disabilities is encouraged to visit the Center for Academic Planning and Support (CAPS) and make an appointment with the Coordinator of Disability Support Services. More information is available at http://greatbay.edu/caps/disability_support_services.html

If you have an accommodation plan please see me as soon as possible so we can make any arrangements necessary for your learning. However, if you do not tell me you have a disability and do not give me an accommodation plan early in the class, I will not be able to help you if you get behind in this class.

Plagiarism

True learning can exist only in an environment of intellectual honesty. As future professionals, students have a particular responsibility to themselves and society to conduct their academic studies with integrity. The Great Bay Community College community must refuse to allow plagiarism and cheating: all of us must work to create an environment where intellectual curiosity and honesty are valued.

Plagiarism is defined as using or knowingly representing the words or ideas of another as one's own in any academic exercise.

Cheating is defined as using or attempting to use unauthorized materials, information, or study aids in any academic exercise or activity without proper reference citations.

Violations will be referred to the Academic Affairs office for Judicial Review. Student may be subject to loss of grades and/or removal from class and/or program.