



UNIVERSITY OF CALGARY  
FACULTY OF SCIENCE  
DEPARTMENT OF COMPUTER SCIENCE  
COURSE OUTLINE

1. **Course:** CPSC 203: Introduction to Problem Solving Using Application Software

**Lecture Sections:**

L01, TR 12:30-13:45, James Tam, ICT 707, 210-9455, [tam@ucalgary.ca](mailto:tam@ucalgary.ca)

Office Hours: T 14:00-14:50 WR 15:00-15:30

**Course Website:** <http://pages.cpsc.ucalgary.ca/~tamj/2017/203W/index.html>

**Computer Science Department Office, ICT 602, 220-6015, [cpsc@cpsc.ucalgary.ca](mailto:cpsc@cpsc.ucalgary.ca)**

2. **Prerequisites:** None.

(<http://www.ucalgary.ca/pubs/calendar/current/computer-science.html#3620>)

3. **Grading:** The University policy on grading and related matters is described in sections F.1 and F.2 of the online University Calendar. In determining the overall grade in the course the following weights will be used:

Assignments	40%
Midterm Examination #1 (Thursday February 16 <sup>th</sup> , 2017 at 17:30 in ST 140)	25%
Final Examination	35%

This course **will** have a Registrar's Scheduled Final Exam.

Special Regulations affecting Final grade: Each component will be awarded a grade point from 0.0, 0.1, 0.2...4.0. Each term grade point will be multiplied by its weight. These values will be summed into the overall term grade point which will then be converted to one of the standard university letter grades. If a student is awarded a higher grade on the final exam vs. the midterm, then the score for the final will replace the original midterm grade. (A similar swap will not occur however, if the student is awarded a higher grade on the midterm vs. the final).

4. **Missed Components of Term Work:** The regulations of the Faculty of Science pertaining to this matter are found in the Faculty of Science area of the Calendar. Section 3.6. It is the student's responsibility to familiarize themselves with these regulations. See also Section E.6 of the University calendar.
5. **Scheduled Out-of-Class Activities:** REGULARLY SCHEDULED CLASSES HAVE PRECEDENCE OVER ANY OUT-OF-CLASS-TIME ACTIVITY. If you have a clash with this out-of-class activity, please inform your instructor as soon as possible so that alternative arrangements can be made.
6. **Course Materials:**  
Computer Science Chop Suey! Computer and Software Fundamentals, Practical Problem Solving, James Tam, Wiley 9Main Recommended Text)  
Mastering VBA for Microsoft Office 2013, Richard Mansfield, Wiley (Recommended for VBA section only)
- Online Course Components:**  
None.
7. **Examination Policy:** Closed book. NO AIDS OF ANY KIND are allowed during examinations. Students should also read the Calendar, Section G, on examinations.
8. **Approved Mandatory and Optional Course Supplemental Fees:** None.

9. **Writing across the Curriculum Statement:** In this course, the quality of the student's writing in the weighted components of the course will be a factor in the evaluation of these components. See also Section E.2 of the University Calendar.

10. **Human Studies Statement:** Students will be expected to participate as subjects or participants in projects. See also Section E.5 of the University Calendar.

11. **OTHER IMPORTANT INFORMATION FOR STUDENTS:**

- a) **Misconduct:** Academic misconduct (cheating, plagiarism, or any other form) is a very serious offense that will be dealt with rigorously in all cases. A single offence may lead to disciplinary probation or suspension or expulsion. The Faculty of Science follows a zero tolerance policy regarding dishonesty. Please read the sections of the University Calendar under Section K, Student Misconduct to inform yourself of definitions, processes and penalties.
- b) **Assembly Points:** In case of emergency during class time, be sure to FAMILIARIZE YOURSELF with the information on assembly points which can be found in each classroom and building.
- c) **Student Accommodations:** Students needing an Accommodation because of a Disability or medical condition should contact Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities available at [http://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities\\_0.pdf](http://www.ucalgary.ca/policies/files/policies/procedure-for-accommodations-for-students-with-disabilities_0.pdf). Students needing an Accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the Associate Head of Computer Science.
- d) **Safewalk:** Campus Security will escort individuals day or night (<http://www.ucalgary.ca/security/safewalk/>). Call 403-220-5333 for assistance. Use any campus phone, emergency phone or the yellow phones located at most parking lot pay booths.
- e) **Freedom of Information and Privacy:** This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP). As one consequence, students should identify themselves on all written work by placing their name on the front page and their ID number on each subsequent page. For more information see also <http://www.ucalgary.ca/secretariat/privacy>
- f) **Student Union Information:** VP Academic (403) 220-3911 [suvpaca@ucalgary.ca](mailto:suvpaca@ucalgary.ca) SU Faculty Rep (403) 220-3913 [science1@su.ucalgary.ca](mailto:science1@su.ucalgary.ca), [science2@su.ucalgary.ca](mailto:science2@su.ucalgary.ca) and [science3@su.ucalgary.ca](mailto:science3@su.ucalgary.ca), Student Ombuds Office: (403) 220-6420 [ombuds@ucalgary.ca](mailto:ombuds@ucalgary.ca), <http://ucalgary.ca/provost/students/ombuds>
- g) **Internet and Electronic Device Information:** You can assume that in all classes that you attend your cell phone should be turned off unless instructed otherwise. All communications with other individuals via laptop computers, cell phones or other devices connectable to the internet in not allowed during class time unless specifically permitted by the instructor. If you violate this policy you may be asked to leave the classroom. Repeated abuse may result in a charge of misconduct.
- h) **U.S.R.I.:** At the University of Calgary feedback provided by students through the Universal Student ratings of Instruction (USRI) survey provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses ([www.ucalgary.ca/usri](http://www.ucalgary.ca/usri)). Your responses make a difference – please participate in USRI surveys.

Department Approval \_\_\_\_\_ Date \_\_\_\_\_

Faculty Approval for  
out of regular class-time activity: \_\_\_\_\_  
Date: \_\_\_\_\_

Faculty Approval for  
Alternate final examination arrangements: \_\_\_\_\_  
Date: \_\_\_\_\_

\*A signed copy of this document is on file in the Computer Science Main Office\*

## **CPSC 203Syllabus**

Tentative Topics Covered:

- Computer fundamentals
- Logic
- Spreadsheets: analyzing and visualizing information
- Databases: storing and retrieving information
- Web Design
- The Internet
- Computer security and privacy

### **Learning Outcomes:**

Main student outcomes:

- Look at an expression such as a spreadsheet formula, a database query or a computer program and determine the outcome or results derived.
- Write an expression in order to solve a problem that you have not encountered previously (although it may although it may be similar).

Secondary student outcomes:

- Apply logical and other operators employed by a search engine in order to narrow down search results in order to find the needed information.
- Understand the computer technical specifications taught in class in order to perform a rudimentary evaluation of a list of specifications that may be included in an actual computer advertisement.
- Describe common technical concepts so that students can demonstrate a rudimentary level of computer literacy.

**Allowable Sources:**

Students are forbidden from using or even seeing the assignment solutions of other students.

**Cited Sources:**

If you used an article, book, function or algorithm that you did not create for this course you must clearly cite it. The marker must be able to clearly and unambiguously see which parts you completed and which parts came from an external source. If citing a website, make sure you include the date you accessed the website. Don't forget to cite code that you used, even if you modified the code.

**Level of Collaboration between Students:**

No group work is allowed for this class. Each student must individually submit their own work.

**Disclosure Policy**

You may discuss the assignments with other students in the class but do NOT share any solutions (Microsoft Office document, VBA program code, html webpage). Do not ask others to provide you with solutions and do not show solutions that you have created for assignments to other students.