



COURSE OUTLINE FOR REMOTE LEARNING

1. **Course:** CPSC 399, Special Topics in Computer Science - Spring 2020

Lecture 01: F - - Online

Instructor	Email	Phone	Office	Hours
Nathaly Verwaal	nmverwaa@ucalgary.ca	403 210-8485	ICT 710	By appointment.

Remote Learning Supplemental Information:

This course does not follow a scheduled meeting pattern. Please refer to the details below for more complete information.

Remote Learning Details:

There are four main components in the course: discussions/participation, reflection, independent study of a topic of your choice and presentations. We'll approach each on-line as follows.

1. To participate in discussion you can either participate on the course discussion board or during live discussions.
 1. Note that everyone is required to participate to some extent on the discussion board.
 2. For those preferring live/real-time discussions, there will be the option for discussions using Zoom meeting. We'll limit the number of participants to about 5 for each discussion to make it easier to manage these discussions on-line. These Zoom meeting times will be scheduled around student availability with multiple meetings scheduled if needed to accommodate all students.
2. Reflection: At the end of each week (except the first week), each student submits a reflection on the topic studied that week. Any format for reflection is accepted. (Written, video, audio, etc.)
3. Independent study: You will study independently a topic of your choice throughout the semester. In the first three weeks, most of your time will be spent on setting up a plan for this independent study. The last 3.5 weeks will allow you to spend the majority of the time putting this in practice. The (on-line) materials used for this is chosen by the student with guidance from instructor and other students in the class.
4. Presentations: Students do two presentations this semester. One during week 4 to introduce the study topic and learning plan. One at the end of week 6 or during week 7 as a final presentations on what was learned and the effectiveness of the learning plan. Each presentation can be prepared as a video or presented live/in real time. Students are required to respond/participate in presentations by other students.
 1. Those that prefer a live presentation will respond to others with a live presentation and the response is in real time. It is optional to also respond to video presentations.
 2. Those that prefer to record a video will interact with each other by reacting to the posted videos. It is optional to also respond/participate in live presentations.

Course Site:

D2L: CPSC 399 L01-(Spring 2020)-Special Topics in Computer Science

Note: Students must use their U of C account for all course correspondence.

2. **Requisites:**

See section [3.5.C](#) in the Faculty of Science section of the online Calendar.

Prerequisite(s):

Consent of the Department. MAY BE REPEATED FOR CREDIT

3. **Grading:**

The University policy on grading and related matters is described in [F.1](#) and [F.2](#) of the online University Calendar. In determining the overall grade in the course the following weights will be used:

Component(s)	Weighting %	Date
Class Participation	30	Continually
Reflection (5)	40	Weekly (May 19, 26, Jun 2, 9 and 17)
Presentations (2)	30	Week 4 and Week 6/7

Each piece of work (reports, assignments, quizzes, midterm exam(s) or final examination) submitted by the student will be assigned a grade. The student's grade for each component listed above will be combined with the indicated weights to produce an overall percentage for the course, which will be used to determine the course letter grade.

The conversion between a percentage grade and letter grade is as follows.

	A+	A	A-	B+	B	B-	C+	C	C-	D+	D
Minimum % Required	98 %	93 %	88 %	83%	78%	73 %	68 %	63%	58%	54 %	50 %

4. Missed Components Of Term Work:

The university has suspended the requirement for students to provide evidence for absences. Please do not attend medical clinics for medical notes or Commissioners for Oaths for statutory declarations.

In the event that a student legitimately fails to submit any online assessment on time (e.g. due to illness etc...), please contact the course coordinator to arrange for a re-adjustment of a submission date. Absences not reported within 48 hours will not be accommodated. If an excused absence is approved, then the percentage weight of the legitimately missed assignment could also be pro-rated among the components of the course.

5. Scheduled Out-of-Class Activities:

There are no scheduled out of class activities for this course.

6. Course Materials:

There are no additional course materials required for this course.

7. Examination Policy:

No aids are allowed on tests or examinations.

Students should also read the Calendar, [Section G](#), on Examinations.

8. Approved Mandatory And Optional Course Supplemental Fees:

There are no mandatory or optional course supplemental fees for this course.

9. Writing Across The Curriculum Statement:

For all components of the course, in any written work, the quality of the student's writing (language, spelling, grammar, presentation etc.) can be a factor in the evaluation of the work. See also [Section E.2](#) of the University Calendar.

10. Human Studies Statement:

Students will not participate as subjects or researchers in human studies.

See also [Section E.5](#) of the University Calendar.

11. Reappraisal Of Grades:

A student wishing a reappraisal, should first attempt to review the graded work with the Course coordinator/instructor or department offering the course. Students with sufficient academic grounds may request a reappraisal. Non-academic grounds are not relevant for grade reappraisals. Students should be aware that the grade being reappraised may be raised, lowered or remain the same. See [Section I.3](#) of the University Calendar.

- a. **Term Work:** The student should present their rationale as effectively and as fully as possible to the Course coordinator/instructor within **ten business days** of either being notified about the mark, or of the item's return to the class. If the student is not satisfied with the outcome, the student shall submit the Reappraisal of Graded Term work form to the department in which the course is offered within 2 business days of receiving the decision from the instructor. The Department will arrange for a reappraisal of the work within

the next ten business days. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected. See sections [I.1](#) and [I.2](#) of the University Calendar

- b. **Final Exam:** The student shall submit the request to Enrolment Services. See [Section I.3](#) of the University Calendar.

12. Other Important Information For Students:

- a. **Mental Health** The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, [Mental Health Services Website](#)) and the Campus Mental Health Strategy website ([Mental Health](#)).
- b. **SU Wellness Center:** For more information, see www.ucalgary.ca/wellnesscentre or call [403-210-9355](tel:403-210-9355).
- c. **Sexual Violence:** The Sexual Violence Support Advocate, Carla Bertsch, can provide confidential support and information regarding sexual violence to all members of the university community. Carla can be reached by email (svsa@ucalgary.ca) or phone at [403-220-2208](tel:403-220-2208). The complete University of Calgary policy on sexual violence can be viewed at (<https://www.ucalgary.ca/policies/files/policies/sexual-violence-policy.pdf>)
- d. **Misconduct:** Academic misconduct (cheating, plagiarism, or any other form) is a very serious offence 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. Examples of academic misconduct may include: submitting or presenting work as if it were the student's own work when it is not; submitting or presenting work in one course which has also been submitted in another course without the instructor's permission; collaborating in whole or in part without prior agreement of the instructor; borrowing experimental values from others without the instructor's approval; falsification/ fabrication of experimental values in a report. **These are only examples.**
- e. **Academic Accommodation Policy:** 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 [procedure-for-accommodations-for-students-with-disabilities.pdf](#).

Students needing an accommodation in relation to their coursework or to fulfill 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 Undergraduate Affairs of the Department of Computer Science, Nathaly Verwaal by email nmverwaa@ucalgary.ca or phone [403-220-8485](tel:403-220-8485). Religious accommodation requests relating to class, test or exam scheduling or absences must be submitted no later than **14 days** prior to the date in question. See [Section E.4](#) of the University Calendar.

- f. **Freedom of Information and Privacy:** This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP). 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 [Legal Services](#) website.
- g. **Student Union Information:** [VP Academic](#), Phone: [403-220-3911](tel:403-220-3911) Email: suvpaca@ucalgary.ca. SU Faculty Rep., Phone: [403-220-3913](tel:403-220-3913) Email: sciencerep@su.ucalgary.ca. [Student Ombudsman](#), Email: ombuds@ucalgary.ca.
- h. **Surveys:** At the University of Calgary, feedback through the Universal Student Ratings of Instruction ([USRI](#)) survey and the Faculty of Science Teaching Feedback form provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses. Your responses make a difference - please participate in these surveys.
- i. **Copyright of Course Materials:** All course materials (including those posted on the course D2L site, a course website, or used in any teaching activity such as (but not limited to) examinations, quizzes, assignments, laboratory manuals, lecture slides or lecture materials and other course notes) are protected by law. These materials are for the sole use of students registered in this course and must not be redistributed. Sharing these materials with anyone else would be a breach of the terms and conditions governing student access to D2L, as well as a violation of the copyright in these materials, and may be

pursued as a case of student academic or [non-academic misconduct](#), in addition to any other remedies available at law.

Course Outcomes:

- Understand how learning works;
- Identify multiple learning strategies and match learning strategies to learning goals;
- Identify study sources for learning a new topic in Computer Science and evaluate which sources best match own learning style and content;
- Develop tools and skills to self-assess progress and understanding; and
- Apply independent learning skills to learn a self-chosen topic in Computer Science.

Electronically Approved - May 01 2020 17:11

Department Approval

Electronically Approved - May 04 2020 09:55

Associate Dean's Approval for arrangements for remote learning and alternate final examination