

Intro to IT and Applications - Spring 2018

ITEC 3610	Instructors: Bruce Bauer Cheryl Johnston Thomas Wallace	Location & Time: EIT 217 - 12:15pm - 2:55pm - M/W	Office Hours: By Appointment
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Faculty Contact Information

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Course Materials

- Chromebook - Provided by Program with Agreement.
- All required materials will be available via individual faculty websites.
- **External / Cloud Storage** - 1GB Minimum (Google Drive works well).

Course Overview

Learning has little meaning unless it produces a sustained and substantial influence on the way people think, act, and feel. The Information Technology Minor is a skill-based program. You will learn concepts and skills while learning how to apply them to make decisions that solve problems. This program is taught by a faculty team. Our responsibilities are to teach and act as coaches as you work to master the concepts. We model as a teaching team, the behavior and organization that is expected of you. We are each committed to both your intellectual and personal development.

Attendance

Your attendance is required. The semester is very challenging in both content and time. You and your team will suffer from your absence. If you were going to miss work or be late for work, you would call your employer, so let one of your team members know and contact all of the faculty team by email. Please keep a copy of your email. Excessive absences will be reflected in the final grade.

Additional Support

Tutoring is available via EIT Student Academic Services - Amy Frets, EIT 117, amfrets@ualr.edu

Grading

Your grade will be based on these areas:

25% - Spreadsheet / Database Literacy

25% - Information Literacy and Web-based Publishing

25% - Internet Technologies - HTML5 & CSS

25% - Soft Skills*

* Soft skills Includes participation, in class discussions, demonstration of questioning and listening skills, team participation and leadership, attendance, oral presentations, reflective writing, and other components as assigned.

Grading Scale:

A (Above Mastery)	100% - 90%
B (Mastery)	80% - 89%
C	70% - 79%
D	60% - 69%
F	Below 60%

Caution:

- Only assignments completed and turned in by deadlines will be considered for Above Mastery (A). Once an assignment is submitted, it is graded and returned. If an assignment needs corrections, those instructions will be given and the grade will remain pending until corrections are complete. The instructions will also include a deadline for submission.
- There will be a grade penalty for submitting assignments in stages (unless assigned that way) or submitting the same assignment multiple times. Submit only the work you want graded.
- Plan ahead for problems with emailing assignments.
- Due to the cumulative nature of the course content only students who have received a grade of B or higher will be eligible to register for ITEC 3650 the following semester.

UA Little Rock Plagiarism Policy

Plagiarism on any assignment will at a minimum result in 0 points for the assignment. We reserve the right to pursue further disciplinary action if appropriate (e.g. any student caught cheating on an assignment/assessment will receive an "F" for the course, and we may pursue action with the Committee on Academic Integrity).

Plagiarism includes copying someone else's work and claiming it as your own, or collaborating excessively with another person or persons and claiming the work as solely your own. It is strongly recommended that students maintain a record of the preparation of their major assignments.

UA Little Rock Disability Policy

Your success in this class is important to me, and it is the policy and practice of the UA Little Rock to create inclusive learning environments consistent with federal and state law. If you have a documented disability (or need to have a disability documented), and need an accommodation, please contact me privately as soon as possible, so that we can discuss with the Disability Resource Center (DRC) how to meet your specific needs and the requirements of the course. The DRC offers resources and coordinates reasonable accommodations for students with disabilities. Reasonable accommodations are established through an interactive process among you, your instructor(s) and the DRC. Thus, if you have a disability, please contact me and/or the DRC, at 501-569- 3143 (V/TTY) or 501-683- 7629 (VP). For more information, please visit the DRC website at ualr.edu/disability.