

# CS 101 Computers, Technology and Society

## Welcome

Welcome to CS 101 Computers, Technology and Society

## Course Information

Prerequisite: none

Credits: 5

Description: An overview of essential computer and digital technologies impacting society today. A variety of readings, videos and discussions may be used to analyze the history, political events, social impacts and ethical issues surrounding computer technology. Includes an introduction to computer concepts, wireless technologies, security issues, and other current trends. Students will also work hands-on with the Internet, communication software, and typical applications available in a modern Windows environment.

Optional on-site instructional assistance (tutorials) will be available for this class at the Whidbey Island campus. This is not obligatory for either the student or the instructor. Students are encouraged to form online study groups that *may* be the basis for optional tutorials, dependent upon schedules, room availability and levels of participation. Either the instructor or a group of students (at least 3) may initiate a tutorial.

## Instructor Information

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## Materials

**Text:** Title: Technology in Action Complete 12<sup>th</sup> edition  
Author: Evans  
Publisher: Pearson  
ISBN: 013-394956-7

**Hardware:** Flash (thumb) drive or comparable storage device

## Course Content

1. History of computer systems and creation of the Information Age
2. Role of computer systems in society
3. Ethical and legal aspects of computer technology
4. Basic use and operation of a typical personal computer system to include:
5. The future of computers

## General Education Outcomes

**1.4** Evaluate issues (for example economic, legal, historic, social) surrounding the use of information.

**10.2** Demonstrate an understanding of legal, ethical, and environmental issues in the use and misuse of technology.

**10.3** Use technology appropriate to the context and task to effectively retrieve and manage information, solve problems, and facilitate communication.

## Communication: Email and Canvas

Because electronic mail and Canvas are vital tools of communication, students must form the habit of checking both frequently.

### Email

As an SVC student, you have a college email account. **You must use this email address for all college business.**

Students can expect email responses from the instructor during regular weekday work hours (Monday to Friday, 9 am to 5 pm).

Given the increasing volume of email, the message deserves particular attention:

- include the class number (e.g. 146) or name (e.g. Excel)
- make the subject line pertinent
- be clear and concise
- include original threads where pertinent
- attach a file when necessary

Pay attention to the content of the message:

#### poor content:

“I read Chapter 2 of the text and am having trouble understanding it – can you help?”

#### good content:

“On page 65, there is an example regarding ... I do not understand, can you give me another?”

### E-Communication Policy

Clear and effective written communication is crucial to the success of any enterprise; this is acutely so in a learning environment where there is increasing reliance on e-communication.

In addition to the rules of email etiquette to be found at: <http://www.emailreplies.com/>, all e-communication must be **professional in vocabulary and tone**. Skagit Valley College provides a workplace (which includes e-communication) free from discrimination and harassment of any form. Confirmed violations of this policy will lead to corrective discipline. Negative comments about students or instructors are unacceptable in a classroom/tutorial setting or email.

If an infraction occurs, the offender may receive a reminder of this policy or a copy of the communication may be forwarded to: [ecomm-abuse@skagit.edu](mailto:ecomm-abuse@skagit.edu).

### Best Practice

Form the habit of asking yourself:

1. Could my communication possibly be interpreted as insulting, disrespectful, sarcastic, discriminating, mocking or rude?
2. How would I feel if the communication were directed to me?

### Canvas

Not all features of Canvas will be utilized in this class. Students should have a clear understanding of the pertinent sections and take full advantage of the many benefits.

The only mandatory forum is Introductions (in the Orientation Unit). Other forums are made available for **students to interact with one another**. This simulates an ‘in place’ work group experience. Just as in a work group, I will be happy to contribute but I will enter a forum **only** if I am specifically invited, via email, to do so. You will find forums for each unit. Students are responsible for downloading course documents and taking part in discussions with classmates.

## Class Overview – Print this page and review frequently.

Within each unit you will complete assignments and online assessments as required and according to the schedule displayed in Canvas. Units and individual assignments will become available in sequence as you progress through the class. This is an overview of the class content:

### Orientation Unit

1. Download and study the Syllabus.
2. Online Learning links
3. Read the Honor Code.
4. Take the Syllabus Quiz.
5. Introduce yourself.

### Unit 1

1. Read Chapter 1; take Quiz 1.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 1.

### Unit 2

1. Read Chapter 2; take Quiz 2.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 2.

### Unit 3

1. Read Chapter 3; take Quiz 3.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 3.

### Unit 4

1. Read Chapter 4; take Quiz 4.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 4.

### Unit 5

1. Read Chapter 5; take Quiz 5.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 5.

### Unit 6

1. Read Chapter 6; take Quiz 6.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 6.

### Unit 7

1. Read Chapter 7; take Quiz 7.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 7.

### Unit 8

1. Read Chapter 8; take Quiz 8.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 8.

### Unit 9

1. Read Chapter 9; take Quiz 9.
2. Listen/watch SoundBytes; take quizzes.
3. Take Test for Chapter 9.

### Unit 10

1. Complete Final Exam.  
Final A: 64 Questions from Chap 1-4  
Final B: 60 Questions from Chap 5 - 9

## Evaluation

Your grade will be based on:

- 10 quizzes** for a total of 25 points
- 16 sound byte quizzes** for a total of 25 points
- 9 tests** for a total of 40 points
- 1 final exam** for a total of 10 points

In Canvas you will download a grade tracking spreadsheet that will enable you to know your current grade at all times and enter hypothetical scores based on anticipated performance. The grade total in Canvas is **not** reliable.

## Grading Scale

90	-	100	=	A
80	-	89	=	B
70	-	79	=	C
60	-	69	=	D
0	-	59	=	F

Pass/Fail grading is not an option.

## Class Components

The primary components of this class are:

### Readings

As directed in each unit.

### Quizzes

There are 10 quizzes including the syllabus quiz. You have unlimited attempts for the syllabus quiz but you must score 100% before proceeding to the next task.

All other quizzes have a fixed duration and may be taken twice. Your best score will be recorded.

Quiz content is based on specific reading assignments.

Immediately after completion, you will see your answers and your score.

If, after reviewing the reading assignment, you need clarification please contact the instructor referring to the Quiz and question number.

### Sound Bytes

Assuming you have your Premium Content Access Number provided under the silver foil at the inside cover of your text, the companion site:

( [http://wps.pearsoned.com/bp\\_evans\\_techinaction\\_intro\\_12/?key=1165225082168546107242016](http://wps.pearsoned.com/bp_evans_techinaction_intro_12/?key=1165225082168546107242016) )

has a link to Premium Media which provides sound bytes organized by chapter. You are encouraged to listen/watch all of them. There are 16 mandatory sound bytes, the links for which are provided in Canvas.

### Sound Byte Quizzes (SBQ)

After each sound byte there will be a short quiz to assess comprehension. You must score 80% on each quiz before gaining access to the next item.

### Tests

There are 9 tests. Each test has a fixed duration and may be taken once. Test content is based on the unit reading assignment.

### Final Exam

The final exam will be similar to Test format and made up of 2 parts covering Chapters 1-4 and 5-9 respectively.

## Assignments

All assignment quizzes and/or tests where applicable are completed online through Canvas where a schedule of unit recommended due dates is displayed. It is **strongly** recommended that you use a computer with a broadband internet connection rather than dial-up!

If you are a student with **documented** disabilities you must ensure that the instructor has been provided the appropriate documentation after which you may exceed the times allotted.

You are strongly encouraged to exercises in the text **but you do not submit those. The instructions for all assignments are found in Canvas.**

You may challenge any online test or quiz. Simply submit an email and include the quiz number, question number(s) and your reason for the challenge. At the end of the course, these will be considered on their merit for your final grade.

The last unit of the class must be completed by **11:45 pm on Wednesday of the last week of the quarter.** Given the time restraints for submitting grades, **there are absolutely no exceptions.**

## **Academic Conduct**

### **Academic Honor Code**

All students of Skagit Valley College are responsible for knowing and adhering to the Academic Honor Code of this institution found at <http://www.skagit.edu/honorcode>. Violations of this code include: cheating, plagiarism, aid of academic dishonesty, fabrication, lying, bribery, and threatening behavior. All incidents of academic misconduct are reported to the student conduct officer. Students found to be in violation of the Academic Honor Code are subject to academic consequences up to and including failure of the course. Students may also be subject to college disciplinary sanctions up to and including expulsion from the College.”

### **Code of Student Conduct**

<http://www.skagit.edu/conduct>

### **Student Complaint Policy**

<http://www.skagit.edu/complaint>

## **College Policy**

The Board of Trustees of Skagit Valley College provides a workplace free from discrimination and harassment of any form. This applies to students and employees of the college anywhere on campus. Confirmed violations of this policy will lead to corrective discipline.