

University of California at Santa Cruz  
Department of Computer Engineering

**Personal Computer Concepts**  
General Information and Syllabus

CMPE-003  
Spring 2004  
MWF 12:30pm-1:40pm  
Classroom Unit 2

Instructor: Scott Cooper  
Email: [scooper@soe.ucsc.edu](mailto:scooper@soe.ucsc.edu)  
Office: Baskin Engineering 189A  
Office hours: MW 3pm-4pm (tentative)

TAs: TBA  
TAs will be responsible for lab sections, which are held in Oakes 205.  
Lab sections:     Monday 3-5pm  
                      Tuesday 10am-12pm  
                      Thursday 6-8pm

**Important Dates**

*Updated: there will only be one midterm exam.*

Midterm exam: Wednesday, April 28<sup>th</sup>  
Final exam: Monday, June 7<sup>th</sup> 8:00-11:00am

**Required textbook**

Computer Confluence, Comprehensive 6<sup>th</sup> edition, by George Beekman, available at the Bay Tree bookstore or directly from Prentice Hall online.

**Online course components**

We will be using the WebCT online course management system to communicate, distribute course materials, submit assignments, and take quizzes. You should check the WebCT system daily for announcements. The WebCT system is accessible online at <http://www.ic.ucsc.edu/webct> and uses the same username and password as the campus Cruzmail system.

You must have a computer account from UCSC's Communications & Technology Service, CATS, in order to access WebCT. Computer accounts are variously referred to as CATS accounts, email accounts, Athena accounts and network IDs. If you have a CATS account, but are having difficulty with WebCT, visit the help page at <http://ic.ucsc.edu/docs/webct/students.shtml> and click on the link that says "Create your WebCT account".

**Course Outline**

This course is concerned with the fundamental concepts and terminology of computer hardware and software. Our approach will be to discuss the underlying concepts in class, and then to prepare assignments using office applications and web publishing tools for some hands-on experience. This course will not teach you to use these applications in any detail, although the TAs will be available during lab times to give pointers and assistance as needed.

The material I will cover in lecture is roughly divided into four sections:

1. Literacy
2. Hardware
3. Networking
4. Programming

The assignments will be designed to reinforce the concepts explained in the lectures. The lectures may cover material from the book, but generally you will be expected to keep up on the reading independently. We'll read from Beekman's excellent book on such subjects as:

1. Basic literacy
2. Perspectives
3. Hardware basics
4. Peripherals
5. Software
6. Office applications
7. Databases
8. Multimedia
9. Networking
10. The Internet
11. Security
12. E-Commerce
13. Programming

There will be quizzes on readings throughout the quarter, and the exams will be focus on the text as well.

NOTE:

1. You are **not allowed to repeat** this class for credit. You may be able to take it if you have already taken CMPS 002. Check with your advisor.
2. If you have **more than a little experience** with computers, this basic literacy class is probably not right for you. Consult the [CS](#) and [CE](#) course offerings for a class that is appropriate for your level and interests.

**Required supplies** for the course are:

1. Three scantron forms number F-1712 (pink), to complete the three exams
2. Two number 2 pencils to use on the forms during exams.

Students are responsible for bringing their own form and pencil to class on exam days. These supplies are available on campus from the Bay Tree Bookstore.

In addition, you will need at least one floppy disk, or a USB memory key, to save files created using lab computers, and to transfer files between personal computers and lab computers.

### **Evaluation**

Your course grade will be based on assignments (40%), quizzes (20%) and exams (40%).

ASSIGNMENTS will be submitted online through WebCT and will not be accepted after the due date, unless prior arrangement has been made with the instructor well before the assignment due date. No other submission method is acceptable, and technical difficulties are not an excuse in this class. You should allow plenty of time, and have a backup plan, such as taking your assignment to a campus lab on a disk, in case your home network connection or computer is acting up.

EXAMS must be taken on the scheduled date, unless prior permission is obtained from the instructor, in which case you may take a make-up exam *before* the scheduled date. Exam questions may be drawn from the book, lectures and the homework.

### **Academic Honesty**

In recent years, there has been an increased number of cheating incidents in many UC campuses, and unfortunately, UCSC is no exception. The School of Engineering has a zero tolerance policy for any incident of academic dishonesty. If cheating occurs, there may be consequences within the context of the course, and in addition, every case of academic dishonesty is referred to the students' college Provost, who then sets the disciplinary process in motion. Cheating in any part of the course may lead to failing the course and suspension or dismissal from the university

What is cheating? In short, it is presenting someone else's work as your own. Although you may discuss problems with fellow students, your collaboration must be at the level of ideas only. Legitimate collaboration ends when you "lend", "borrow", or "trade" written or electronic solutions to problems, or in any way share in the act of writing or transmitting your answers. If you do collaborate (legitimately) or receive help from anyone, you must credit them by placing their name(s) at the top of your paper or assignment.

Other violations of academic integrity include assisting another student in the act of cheating, changing your answers and resubmitting a paper for additional points, or taking an exam for another student.

The following is from the Fall 1999 Schedule of classes under General Information:

#### **Academic Integrity**

All members of the UCSC academic community have an explicit responsibility to present as their original work only that which is truly their own. Cheating, plagiarism, and other forms of academic dishonesty are contrary to the ideals and purposes of a university and will not be tolerated. Note that plagiarism includes the deliberate misrepresentation of someone else's words and ideas as your own, as well as paraphrasing without footnoting the source. Students and faculty are jointly responsible for assuring that the integrity of scholarship is valued and preserved.

To view the full text of the policy on academic dishonesty, see [oasas2.ucsc.edu/avcue/integrity](https://oasas2.ucsc.edu/avcue/integrity).

#### **Due Process**

Students charged with academic dishonesty have the right to due process through established policies and regulations concerning student conduct and discipline. Copies of these policies and regulations can be found in the *UCSC Student Policies and Regulations Handbook* ([www2.ucsc.edu/judicial/](http://www2.ucsc.edu/judicial/)).