GENERAL INFORMATION

Subject Coordinator: Ms Gene Awyzio
Telephone Number: 4221 4090
Email: gene@uow.edu.au
Location: 3.106

Ms Awyzio’s Consultation times during Session:
Day
Wednesday 13:30 – 15:30
Friday 13:30 – 15:30

Subject Organisation
Session: Spring Session, Wollongong Campus
Credit Points: 6 credit points
Contact hours per week: 4 hours lectures, 1 hour lab 1 hour tutorial
Lecture Times & Location: Tuesday, 12.30 – 14.30 & 20.1
Thursday, 8.30 AM – 10.30 AM & 20.1

Tutorial Day, Time and Location can be found at: http://www.uow.edu.au/student/sols/timetables/index.html

Content
CSCI102 establishes the position of Computer Science and Information Technology in a non-programming context. Areas introduced include Human-Computer Interface, Information Modelling, Intelligent Systems, Networks, Operating Systems, Software Design and Development and Professional ethics, rights and responsibilities.

Objectives
On successful completion of this subject, students should be able to: 1. Discuss the reasons for human-centred software development. 2. Compare and contrast information with data and knowledge. 3. Explain the hierarchical, layered structure of a typical network architecture. 4. Compare and contrast the different methods used to assure the quality of a software product. 5. Identify ethical issues that arise in software development and determine how to address them.

Attendance Requirements
It is the responsibility of students to attend all lectures/tutorials/labs/seminars/practical work for subjects for which you are enrolled.

It should be noted that the amount of time spent on each 6 credit point subject should be at least 12 hours per week, which includes lectures/tutorials/labs etc

Satisfactory attendance is deemed to be attendance at approximately 80%* of the allocated contact hours. Attendance rolls may be kept for lectures, TUTORIALS and laboratories. If you are present for less than 80%* you need to apply for special consideration, otherwise a fail grade may be recorded. Students MUST attend their allocated tutorial unless they have the written permission of the subject coordinator.
Method of Presentation
This subject will be delivered in face to face mode. It is not available in distance education mode. The availability of lectures notes and other course materials online is NOT a substitute for attendance at lectures.

Students should check the subject's web site regularly as important information, including details of unavoidable changes in assessment requirements will be posted from time to time via e-Learning website http://www.uow.edu.au/student/lol. Any information posted to the web site is deemed to have been notified to all students.

Lecture Schedule

<table>
<thead>
<tr>
<th>Day</th>
<th>Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 12:30 to 14:30 in 20.1</td>
<td>2 hours per week of formal lecture material. This material will be presented by ‘guest lecturers’ from within SISAT and SCSSSE.</td>
</tr>
<tr>
<td>Thursday 08:30 to 10:30 in 20.1</td>
<td>2 hours per week given to literacies skills. Topics will include critical summaries, referencing and plagiarism, critical comparisons, introductions &amp; conclusions, essays, examination skills, group project: launch, project plans, design plans, reports and test plans.</td>
</tr>
</tbody>
</table>

Subject Materials

References
(2) Tavani, Herman T (2004) *Ethics and technology : ethical issues in an age of information and communication technology*, (Library Call No - 174.9004/3)
(3) McLaren, Stephen (1997) *Easy writer; A Student Guide to Writing Essays and Reports* (Library Call No - 808.042/158)
(4) McLaren, Stephen (2003) *Writing essays and reports* (Library Call No - 808.02/140)

Other readings may be provided by lecturers during session. These readings/references are recommended only and are not intended to be an exhaustive list. Students are encouraged to use the library catalogue and databases to locate additional readings.

Assessment
This subject has the following assessment components.

<table>
<thead>
<tr>
<th>Assessment Items &amp; Format</th>
<th>Percentage of Final Mark</th>
<th>Due Date</th>
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</thead>
<tbody>
<tr>
<td>Essay Writing Assignment One: Critical Summary</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 10 August 2007 at 5:00pm</td>
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<tr>
<td>Essay Writing Assignment Two: Critical Comparison</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 24 August 2007 at 5:00pm</td>
</tr>
<tr>
<td>Essay Writing Assignment Three: Introductions and Conclusions and Argument Development</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 7 September 2007 at 5:00pm</td>
</tr>
<tr>
<td>Essay Writing Assignment Four: 1000 Word Essay</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 5 October 2007 at 5:00pm</td>
</tr>
<tr>
<td>Group Project: Project Plans</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 14 September 2007 at 5:00pm</td>
</tr>
<tr>
<td>Group Project: Design Plan</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 5 October 2007 at 5:00pm</td>
</tr>
<tr>
<td>Group Project: Test Plans</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 12 October 2007 at 5:00pm</td>
</tr>
<tr>
<td>Group Project: Final Report</td>
<td>5%</td>
<td>Electronically via UOW e-learning space Friday 19 October 2007 at 5:00pm</td>
</tr>
<tr>
<td>Online examinations</td>
<td>2 * 15</td>
<td>Electronically via UOW e-learning space During Tutorials times Weeks 6 and 10</td>
</tr>
<tr>
<td></td>
<td>1 * 30%</td>
<td>Electronically via UOW e-learning space During examination period</td>
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Notes on Assessment

Assignments: Submission of Assessment Items
- Unless otherwise notified by subject coordinator, all written assignments must be submitted electronically.
- A hard copy may also be required.
- **NOTE:** These assessments are a stranded series designed to meet all subject objectives listed on page 1
  - Electronic marking guides will be used in this subject and will be made available when assignment tasks are released via the UoW eLearning site for the subject.
  - All assignments are expected to be completed independently. Plagiarism may result in a FAIL grade being recorded for that assignment.
  - All assessment work is to be submitted via UOW e-learning space on the dates given above.
  - If you cannot submit an assessment item by the stated time then it must be submitted to the subject coordinator as soon as possible.
  - Late submission of assessment item MUST be accompanied by a special consideration item via SOLs.

Return of Assessment Items
- All assignments except the major project will be returned to students in tutorials.
- The major project will be available from the subject coordinator after being marked.

Penalties for late submission of Assessment Items
- Penalties apply to all late work, except if special consideration has been granted. Late submissions will attract a penalty of 10% of the assessment mark per day including weekends. Work more than 7 days late will be awarded a mark of zero.
- Requests for extensions should be emailed to the lecturer or coordinator, prior to the due date.
- Your tutor cannot grant you an extension.
- Drop boxes will allow late submissions up to one week but any submission to this drop box after the due date without a special consideration allowance will be considered as late work and will be subject to the penalties stated above.

Electronic submission of Assessment Items
- Electronic submissions, faxes and un-receipted mail submissions will NOT be accepted except via the UOW e-learning space submission process.
- Electronic submissions format will be a **PDF** file format. No other format will be accepted.

Participation
- Students are required to participate in tutorials. This means not only attending and listening to the tutorial presentations, but contributing insights to the discussion.

Special Consideration Policy
The School recognises that it has a responsibility to ensure equity and consistency across its subjects for all students. Sometimes, in exceptional circumstances, students need to apply for special consideration in order to complete all assessable work.

The University applies strict criteria to the granting of special consideration. Before applying for special consideration students should carefully read the University’s policy. The policy can be found at: http://www.uow.edu.au/handbook/courserules/specialconsideration.html

As an example: If a student requires an extension of time for the completion of an assignment this may be granted in certain circumstances. A request for an extension must be made to the Subject Coordinator via SOLs before the due date.

Scaling
Final results in this subject may be scaled. The scaling method that may be used in this subject is as follows.

If E is the student exam mark, and A is the student assignment mark, the student final mark will be determined as follows:

\[
\begin{align*}
\text{if } E & \geq 40\% \text{ of the maximum exam mark: then student final mark is } E + A; \\
\text{if } 35\% \leq E < 40\% \text{ of the maximum exam mark: then student final mark is } \min\{E+A, 47\} \\
\text{if } E < 35\% \text{ of the maximum exam mark: then student final mark is } \min\{E+A, 42\}
\end{align*}
\]

Satisfactory requirement
Tutorial Attendance - Tutorials will commence in week three (3) and continue until week thirteen (13). Satisfactory attendance at lectures, tutorials and seminars is a requirement for the successful completion of this subject. Failure to comply may result in a fail grade being recorded. Satisfactory attendance is deemed to be attendance at approximately 80% of the allocated contact hours. If you miss a tutorial for legitimate reasons you must apply for special consideration through SOLs and contact the subject coordinator as soon as possible if alternative arrangements are required. Signed rolls will be used to ascertain attendance at tutorials. It is YOUR responsibility to sign rolls each week. Attendance rolls may not be signed outside of your allocated tutorial time. All assessment items are to be submitted in the week that they are due. All assessment items must be completed. Failure to comply may result in a fail grade being recorded.
**Additional Information**
Students must refer to the Faculty Handbook or online references which contain a range of policies on educational issues and student matters.

**Supplementary Exams**
Supplementary Exams will be dealt with in accordance with Special Consideration Policy (http://www.uow.edu.au/handbook/courserules/specialconsideration.html) 6.2 Timing of Supplementary Exams. While the School normally grants supplementary exams when the student does not sit the standard exam for an acceptable reason, each case will be assessed on its own merit and there is no guarantee a supplementary exam will be granted. If a supplementary exam is granted, you will normally be notified via SOLS Mail of the time and date of this supplementary exam. You must follow the instructions given in the email message.

Please note that if this is your last session and you are granted a supplementary exam, that your results will not be processed in time to meet the graduation deadline.

**Plagiarism**
When you submit an assessment task, you are declaring the following

1. It is your own work and you did not collaborate with or copy from others.
2. You have read and understand your responsibilities under the University of Wollongong's policy on plagiarism.
3. You have not plagiarised from published work (including the internet). Where you have used the work from others, you have referenced it in the text and provided a reference list at the end of the assignment.
4. Plagiarism will not be tolerated.
5. Students are responsible for submitting original work for assessment, without plagiarising or cheating, abiding by the University’s policies on Plagiarism as set out in the Calendar under University Policies, and in Faculty handbooks and subject guides. Plagiarism has led to the expulsion from the University.

**Student Academic Grievance Policy**
The School aims to provide a fair, equitable and productive learning environment for all its students. The Student Academic Grievance Policy seeks to support the achievement of this goal by providing a transparent and consistent process for resolving student academic grievances.

Any student who has a grievance over a result should obtain a Faculty of Informatics Appeal Against Decision or Action Affecting Academic Experience form from the Informatics Student Enquiry Centre or http://www.uow.edu.au/content/groups/public/@web/@inf/@faculty/documents/doc/uow017433.pdf. The student should firstly take the form to the marker/lecturer to discuss the matter and, if the student is still not satisfied, s/he should take the next step as outlined on the form. Once the grievance has been considered by the Faculty, if the student still feels the situation has not been fully resolved s/he may consult the Dean of Students. However, the Dean of Students can have no input into the academic judgement of the lecturer and can only review the grievance to ensure proper procedure has been followed. For more information, please consult the UOW policy in full at http://www.uow.edu.au/handbook/courserules/studacgrievpol.html

This outline should be read in conjunction with the following documents:

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<th>Code of Practice - Teaching and Assessment</th>
<th>Key Dates</th>
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<tr>
<th>Code of Practice - Students</th>
<th>Information Literacies Introduction Program</th>
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**Acknowledgement Practice**
Plagiarism will not be tolerated


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<tr>
<th>Student Support Services: Informatics Faculty SEDLO (Student Equity and Diversity Liaison Officers)</th>
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</thead>
<tbody>
<tr>
<td>Virginie Schnelitschek, phone 4221 3833, <a href="mailto:virginie@uow.edu.au">virginie@uow.edu.au</a></td>
<td>Student Support Services: Informatics Faculty SEDLO (Student Equity and Diversity Liaison Officers)</td>
</tr>
<tr>
<td>Informatics Faculty Librarian, Ms Annette Meldrum, phone: 4221 4637, <a href="mailto:ameldrum@uow.edu.au">ameldrum@uow.edu.au</a></td>
<td>Informatics Faculty Librarian, Ms Annette Meldrum, phone: 4221 4637, <a href="mailto:ameldrum@uow.edu.au">ameldrum@uow.edu.au</a></td>
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**Occupational Health and Safety**

http://staff.uow.edu.au/eeo/nondiscrimlanguage.html

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<tr>
<th>Intellectual Property Policy</th>
<th>SCSSE SISAT Internet Access &amp; Student Resource Centre</th>
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**SCSSE SISAT Computer Usage Rules**


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**SCSSE SISAT Student Guide**


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<tr>
<th>SCSSE SISAT Subject Outlines</th>
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