Course Coordinator

Ann Cameron

Room: 413, Level 4, Maths and Physics Building (Building 303)
Phone: 373-7599, Ext 84947
Email: ann@cs.auckland.ac.nz
Office Hours: Open-door policy, visit any time (or email for appointment).

Lecturers

Aniket Mahanti

Room: 593, Level 5, Extension to Maths and Physics Building (Building 303S)
Phone: 373-7599, Ext 88752
Email: a.mahanti@auckland.ac.nz
Office Hours: Open door policy - prefer emailing to schedule an appointment.

Pat Riddle

Room: 490, Level 4, Extension to Maths and Physics Building (Building 303S)
Phone: 373-7599, Ext 87093
Email: pat@cs.auckland.ac.nz
Office Hours: Email for appointment.

Ian Watson

Room: 493, Level 4, Extension to Maths and Physics Building (Building 303S)
Phone: 373-7599, Ext 88976
Email: ian@cs.auckland.ac.nz
Office Hours: Thursday 3 - 4 (or email for appointment).
Lecture Times

Wednesday 9am, Thursday 9am, Friday 9am in PLT1 (303-G20)

Course Description

A practical introduction to computing that will build confidence and familiarity with computers. Topics include: An overview of computer hardware and operating systems, effective use of common applications, using the Internet as a communication medium, applying programming concepts and social implications of technology.

As part of their practical work, students will use a variety of home and office applications including word processing, drawing, spreadsheets, web design, typesetting and databases.

This course would suit students who want a general introduction to computing, or those students intending to major in Computer Science who want to broaden their understanding of computing applications.

Final Learning Outcomes

A student who successfully completes this course should:

- have confidence with and a general knowledge of personal computers
- be able to write simple computer programs
- be able to use some common applications, e.g. spreadsheets, word processing, databases
- have knowledge of the Internet and its social issues, as well as other types of networks
- be able to design and write a simple web page
- have a basic understanding of the origins and design of computing hardware and software
- have a basic understanding of selected current research topics in Computer Science (e.g. AI and Game Design)

Online Course Reference Manual

A course reference manual is available on our course website. You can find the reference manual here:

The reference manual contains chapters on selected course topics (mainly lab topics). A number of additional readings from the WWW will be recommended.

**Assessment**

Your final grade will consist of 30% practical, and 70% theoretical components. The theory component will consist of a test worth 20% and a final exam worth 50%. The practical component will consist of 9 laboratory assignments worth 30% in total. As this course is designated as being of a practical nature, you must pass both the practical and the theoretical components separately to pass the course.

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<tr>
<th>Component</th>
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<th>Assessment</th>
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<tr>
<td>Practical</td>
<td>30%</td>
<td>Labs</td>
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<tr>
<td>Theoretical</td>
<td>70%</td>
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<td>Exam</td>
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**Test**

The test is worth 20% of your final mark. The provisional date for the test is Thursday 11\textsuperscript{th} April, 2019 from 6:30pm – 7:30pm. The test is closed book, and calculators are not permitted. Results will be emailed to you. If you have a test timetable clash, please contact the course coordinator, Ann Cameron, as soon as possible.

**Exam**

The final exam is worth 50% of your final mark. Please check Student Services Online for the exam time and date. The exam is closed book, and calculators are not permitted. Provisional examination results can be obtained from Student Services Online.

**Missed Test or Exam**

If you miss the test/exam for any valid reason, or you sit the test/exam but believe that your performance was impaired for some reason, then you may be able to apply for an aegrotat, compassionate or special pass consideration (Refer to the Examinations Office website). For more detailed information, refer to Pages 41 – 57 of the University of Auckland’s 2019 Calendar.

**Laboratory Sessions**

You must attend one 3 hour tutorial lab session each week. You will have enrolled in a particular lab time. You must attend at the same lab time each week. All of the
labs for COMPSCI 111/111G are conducted in the First Floor Tutorial Laboratory (FTL), Room 175, which can be found on the first floor of the Computer Science extension to the Maths and Physics Building (Building 303). You do not have to book computers for use during the lab which you are enrolled in, and may use any computer in the lab during your lab time. Please arrive on time to your lab. The tutor will first introduce the lab and announce any notices. The tutor will sign your attendance sheet once you have completed a certain portion of the lab assignment. You must be present at the very beginning of the lab to have your attendance sheet signed.

**Handing In Your Lab Assignments**

You must complete all the tasks set in the lab assignment, and produce answers to all the questions. The answers should be typed and printed out. Attach all the printed pages required by the lab to your signed attendance sheet/cover sheet. Assignment cover sheets will be given out in the lab. Your assignment should be submitted to the appropriate hand-in box (located just outside the FTL) as soon as you have finished your assignment but no later than the start of your next lab session. Assignments handed in late will be penalised by 10%, and they will not be accepted if they are more than a week overdue. Marked lab assignments will be returned to you in labs the following week.

If you have any queries or concerns regarding the lab sessions, please contact the lab supervisor, Ann Cameron.

**Checking Your Marks on Canvas**

You can check your marks by logging onto the Canvas system:

https://canvas.auckland.ac.nz/

If there are any problems with your lab marks or test marks, please see Ann Cameron.

**Your First Lab**

Lab sessions start in the second week of semester. When you arrive at the lab, you should sit down at any free computer. There will be tutors and lab demonstrators available throughout all the labs to help you. In order to use any of the computers you will need to log into the system. This will be your NetLogin and password that you use to log in to Student Services Online.

Please bring your Student ID card and a USB Flash drive to all your labs.
Academic Integrity

The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating in coursework as a serious academic offence. The work that a student submits for grading must be the student's own work, reflecting his or her learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the world-wide web. A student’s assessed work may be reviewed against electronic source material using computerised detection mechanisms. Upon reasonable request, students may be required to provide an electronic version of their work for computerised review.

For information on the University's Policy on Cheating, please refer to the web page:
http://www.auckland.ac.nz/ua/home/about/teaching-learning/honesty

Do not copy anyone else’s work, or allow anyone else to copy from you.

What to Do About Missed Lectures/Labs

If you miss a lecture, you should catch up as soon as possible by reading the relevant lecture notes and/or viewing the recorded lecture on Canvas. If you need to miss a lab session, please contact the lab supervisor, Ann Cameron.

Undergraduate Laboratories

If you wish to use a computer outside of your lab session, you may use one in the Ground Floor Computer Laboratory (GCL), Room 303S-G91. This laboratory is located in the Computer Science Extension to the Maths and Physics building (Building 303). You may use the computers in this laboratory any time during the opening hours. The opening hours are 9am – 9.45pm during weekdays and 9am – 8.45pm on weekends. The FTL lab can only be used during the specified lab times. The software is the same in all labs.

Class Website

The COMPSCI 111/111G website contains course information, lecture notes, previous years’ tests and exams, etc. Web Address:
https://www.cs.auckland.ac.nz/courses/compsci111s1c/
Lecture Recordings

Recorded lectures can be found on Canvas.

Webmail

All students have a university email account. Your university email address is: NetID@aucklanduni.ac.nz, e.g. abed001@aucklanduni.ac.nz. You can access your email from anywhere you have Internet access, by logging into http://webmail.ec.auckland.ac.nz

You must read email sent to your university email address regularly, as staff members often send important messages to students via their university email address. When emailing staff members, please use your university email address.

Print Quota

You can add credit to your print quota at the library or the IC Helpdesk on Level 2 of the Kate Edger Information Commons, 11 Symonds St.

How to Seek Assistance

In the labs, there is always a tutor available to help you.

If you have an administrative problem (e.g. you have been ill, you have a timetable clash with your lab or test, your marks have been incorrectly recorded, etc.), or any other sort of problem that you need help with, please see the course coordinator, Ann Cameron.

Students are urged to discuss privately any impairment-related requirements face-to-face and/or in written form with the course convenor/lecturer and/or tutor.

If you need extra help with understanding the course material, or preparing for the test or exam, you are very welcome to visit any of the teaching staff (Ann, Pat, Anket or Ian) either during their office hours or at some other time when they are available.

There are many other resources available within the University, e.g. the Student Learning Centre, the library, DELNA (to identify where you may need help with your academic English) and ELE (English Language Enrichment - a set of resources to help you improve your English).

Make the most of your time in this course. Have fun!

Ann Cameron (February, 2019).
CompSci111/111G Lecture and Lab Schedule
2019 Semester 1

Week 1 (4th March – 8th March)
No lab this week – check out where the lab (303S-175) is
Lecture 1: Introduction, course overview, hardware, components of a computer system
Lecture 2: bits, bytes, digital information
Lecture 3: Software, licences, conventions

Week 2 (11th March – 15th March)
Lab 1: Introduction, using an operating system, WWW resources, email
Lecture 4: Introduction to networking and the Internet
Lecture 5: Electronic communication
Lecture 6: Publishing online using tools — blogs, wikis, file sharing

Week 3 (18th March – 22nd March)
Lab 2: Using the Internet—WWW, email, forums, blogs, wikis
Lecture 7: The World Wide Web, search engines, trusting information
Lecture 8: Social and Legal Issues
Lecture 9: Word processing, preferences, styles, references using RefWorks

Week 4 (25th March – 29th March)
Lab 3: Word processing
Lecture 10: Health and Technology
Lecture 11: Spreadsheets
Lecture 12: Spreadsheets

Week 5 (1st April – 5th April)
Lab 4: Spreadsheets
Lecture 13: Vector graphics and digital images
Lecture 14: Databases
Lecture 15: Databases

Week 6 (8th April – 12th April)
No labs this week
No lectures this week
Test held on Thursday 11th April from 6:30pm–7:30pm

Mid-semester break: Monday 15th April – Friday 26th April. No lectures or labs

Week 7 (29th April – 3rd May)
Lab 5: Databases
Lecture 16: Programming in Python — introduction, printing to output, variables
Lecture 17: Programming in Python — loops and conditions
Lecture 18: Programming in Python — turtle graphics
Week 8 (6th May – 10th May)
Lab 6: Python Programming
Lecture 19: Digital Games
Lecture 20: LaTeX
Lecture 21: LaTeX

Week 9 (13th May – 17th May)
Lab 7: LaTeX
Lecture 22: Electronic Presentation, Web Design, HTML5 basics
Lecture 23: HTML5, CSS
Lecture 24: HTML5, CSS

Week 10 (20th May – 24th May)
Lab 8: Web Design – HTML5
Lecture 25: History of Computing
Lecture 26: Artificial Intelligence (AI)
Lecture 27: Artificial Intelligence (AI)

Week 11 (27th May – 31st May)
Lab 9: Web Design - CSS
Lecture 28: Revision
Lecture 29: Exam overview and revision – Last lecture 😊

Week 12 (3rd June – 7th June)
No lab this week
No lectures this week
Queen’s birthday on Monday 3rd June.