From CS 800 Spring 2020

CS800-S20: Syllabus

Course Overview

This is a required course for all new PhD students (as of Fall 2019).

Catalog Description: Introduction to research methods in computer science. Topics include academic publishing, academic writing, literature reviews, responsible conduct of research, and presenting research results. Research faculty will present overviews of their research and how research is conducted in their labs.

Requirements

Course Materials

There is no required textbook, but here is an initial list of recommended books and readings:

- *The Elements of Style*, by Strunk and White (4th edition is <$10 at amazon)
- *Writing for Computer Science*, by Justin Zobel
- *Harbrace College Handbook*, available for checkout at https://archive.org/stream/harbracecollege00hodg
- *How to Read a Paper*, by S. Keshav
- *Clarity in Technical Reporting*, by S. Katzoff, NASA SP-7010

In addition, see the online writing resources collected on the ODU-CS New Student Resources page.

We will use the following tools for assignments and discussions (links to be added/updated):

- Blackboard - submission of assignments and feedback
- GitHub class organization - hosting of documents for assignments
- Overleaf - development environment for LaTeX documents
- Piazza class discussions - announcements and discussions outside of class

    This semester we will be using Piazza for class discussion. The system is highly catered to getting you help fast and efficiently from classmates and myself. Rather than emailing questions directly to me, I encourage you to post your questions on Piazza.

We will be using several websites for class this semester. This site (https://www.cs.odu.edu/~mweigle/CS800-S20/) should be your first stop -- it contains links to all of the other sites that are needed.

Course Policies
Grading

This is a pass/fail course, meaning that there will be no letter grades assigned. But as with other courses, to pass this course you need at least a 70%. This means that to earn a 'P (pass)', you must attend and participate fully in class meetings and complete assignments. I will not pass students for just showing up (or not showing up) and doing no work.

Although there will be no letter grades given, there will be required assignments. All assignments must be completed for a 'P' grade. Online students are expected to meet the same deadlines as in-class students.

Email/Piazza

Each student must join the class Piazza site with your ODU email address and check email daily. You should use Piazza to ask and answer general course-related questions. I will also use this to notify you about important updates (assignment deadline changes, class cancellations, office hours cancellations, etc.).

Attendance (in-class students)

Since much of the course is based on discussion and in-class work, I expect you to attend class and to arrive on time. Your grade will be affected if you are consistently tardy. If you have to miss a class, you are responsible checking the course website to find any assignments or notes you may have missed. Students may leave after 15 minutes if the instructor or a guest lecturer does not arrive in that time.

If there are days on which the scheduled class meeting time is cancelled, there may still be assignments made and due. A post will be made to Piazza (with an email notification) whenever the class meeting time is cancelled.

Attendance (online students)

Online students are expected to have watched the posted videos of the week's in-class meetings before the next week's first meeting (i.e., before Tuesday at 3pm). However, students are strongly encouraged to watch the videos on the same day they are posted.

Classroom Conduct

Please be respectful of your classmates and instructor by minimizing distractions during class. Cell phones must be turned off during class. Laptops must be closed during student presentations.

Make-up Work

Make-ups for graded activities are possible only with a valid written medical or university excuse. It is the student's responsibility to give the instructor the written excuse and to arrange for any makeup work to be done. A makeup exam may be different (and possibly more difficult) than the regularly scheduled exam.

Disability Services

In compliance with PL94-142 and more recent federal legislation affirming the rights of disabled individuals,
provisions will be made for students with special needs on an individual basis. The student must have been identified as special needs by the university and an appropriate letter must be provided to the course instructor. Provision will be made based upon written guidelines from the University's Office of Educational Accessibility. All students are expected to fulfill all course requirements.

Students are encouraged to self-disclose disabilities that have been verified by the Office of Educational Accessibility by providing Accommodation Letters to their instructors early in the semester in order to start receiving accommodations. Accommodations will not be made until the Accommodation Letters are provided to instructors each semester.

**Seeking Help**

The course website should be your first reference for questions about the class. If you have questions about course requirements or materials, post and answer questions using the class Piazza site.

The best way to get extra help is to come to office hours. If you cannot make office hours, please send an email to setup an appointment.

**Academic Integrity**

Old Dominion University is committed to students' personal and academic success. In order to achieve this vision, students, faculty, and staff work together to create an environment that provides the best opportunity for academic inquiry and learning. All students must be honest and forthright in their academic studies. Your work in this course and classroom behavior must align with the expectations outlined in the Code of Student Conduct, which can be found at [https://www.odu.edu/oscai](https://www.odu.edu/oscai).

The following behaviors along with classroom disruptions violate this policy, corrupt the educational process, and will not be tolerated.

- Cheating: Using unauthorized assistance, materials, study aids, or other information in any academic exercise.
- Plagiarism: Using someone else's language, ideas, or other original material without acknowledging its source in any academic exercise.
- Fabrication: Inventing, altering or falsifying any data, citation or information in any academic exercise.
- Facilitation: Helping another student commit, or attempt to commit, any Academic Integrity violation, or failure to report suspected Academic Integrity violations to a faculty member.

*In particular, submitting anything that is not your own work without proper attribution (giving credit to the original author) is plagiarism and is considered to be an academic integrity violation. It is not acceptable to copy source code or written work from any other source (including other students, online resources), unless explicitly allowed in the assignment statement. In cases where using resources such as the Internet is allowed, proper attribution must be given.*

Any evidence of an academic integrity violation (cheating) will result in a 0 grade for the assignment/exam, and the incident will be submitted to the Department of Computer Science for further review. Note that academic integrity violations can result in *a permanent notation being placed on the student's transcript or even expulsion from the University*. Evidence of cheating may include a student being unable to satisfactorily answer questions asked by the instructor about a submitted solution. Cheating includes not only receiving unauthorized assistance, but also *giving* unauthorized assistance. For class files kept in Unix space, students are expected to use Unix file permission protections (chmod) to keep other students from accessing the files.
Failure to adequately protect files may result in a student being held responsible for giving unauthorized assistance, even if not directly aware of it.

Students may still provide legitimate assistance to one another. You are encouraged to form study groups to discuss course topics. Students should avoid discussions of solutions to ongoing assignments and should not, under any circumstances, show or share code solutions for an ongoing assignment.

All students are responsible for knowing the rules. If you are unclear about whether a certain activity is allowed or not, please contact the instructor.

More information on academic integrity is available on the ODU-CS academic integrity page.

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