

ITFN 1101 - Foundations of Information Technology

INSTRUCTOR: Carolyn Nelson

OFFICE HOURS: TTH 2:00pm - 3:30pm;
5 pm - 6:30pm

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Course Description (3-0-3)

Foundations of Information Technology An introductory course in information technology. Topics include foundations in hardware, software, data, and procedures. Students are introduced to structured programming techniques, systems development, database design and networking. Aspects of appropriate business ethics are discussed. Interpersonal skills and team building emphasized.

Course Objectives:

The student should be able to demonstrate general basic IT knowledge and skills that are related to the following:

1. Define the academic discipline of Information Technology and contrast it with other computing related academic disciplines, such as Computer Engineering, Computer Science and Information Systems.
2. Demonstrate an understanding of the impact of information technology on individuals, organizations, and society.
3. Describe the major components of information technology applications: Hardware, computer networks, software, data, processes, and people.
4. Describe the different components of a computer network.
5. Demonstrate an understanding of different types of networks.
6. Define "Software Engineering".
7. Demonstrate an understanding of the importance of algorithms in the development of IT applications.
8. Create object-oriented designs for simple applications.
9. Discuss the role of databases in IT applications.

Program Outcomes:

Students are expected to obtain a developing level of mastery of information technology concepts, terminology, and skills. Students will demonstrate an emerging level of knowledge of the basic components of information systems. Students should show potential to perform independently and develop an awareness of the benefits of teaming. Students should exhibit communication, reasoning, critical thinking and problem solving skills.

Course Textbook

NEW PERSPECTIVES ON COMPUTER CONCEPTS, COMPREHENSIVE, 12TH EDITION

June Jamrich Parsons, Dan Oja
ISBN: 1-4239-2518-1

Attendance Policy

Your active participation in class is expected. Class attendance is expected because it's much easier to learn if you're coming to class and asking questions in lecture about things that confuse you. Students are responsible for knowing about in-class announcements whether they are present or not. In-class work that is missed cannot be made up.

Assessment

You will have numerous opportunities to practice and demonstrate mastery of the materials covered in this course. It is up to you to keep current on all readings and assignments (including in-class assignments).

Grading will be based upon the following scale:

Grade	Percent
A	90% - 100.0%
B	80% - 89%
C	70% - 79%
etc.	

Assignment Weights For Final Average are

Assignments = 35%

Average of three Monthly Tests = 40%

Comprehensive Final Exam = 25%

It is your responsibility to make sure that you have no schedule conflicts and can take the tests at the times designated by your instructor. **There will be no early or makeup tests given.** If you miss a test for *any* reason, your course grade will be computed with a zero for the missed test.

Assignments are due by the given deadline. There is **NO** partial credit for late assignments. Start assignments early. This way, you can ask questions and clarify things that are confusing. Be sure to take a look at the assignment when you receive it and not an hour before it is to be turned in!

In the event of technical problems to assignment submission:

- Please inform the instructor via E-mail of the problem.
- Please **DO NOT SUBMIT HOMEWORK VIA E-MAIL UNDER ANY CIRCUMSTANCE!** Assignments submitted via e-mail will not be accepted. All assignments must be submitted via WebSubmit.

Your grade in this course is determined completely on performance, not on effort. If you cannot keep up with the pace of this class, please talk with your professor as soon as possible.

Technology – Cell phones should be turned off during class.

Technology Etiquette: The computer is used extensively in this course. When you come into class you should immediately set up your computer, unless otherwise informed by your instructor. You are not allowed to connect to the Internet. During class do not play computer games, play music on the computer, surf the net, pass e-mail or chat, use computer headphones, or use the computer in any way that is distracting to the instructor or any other student. Set the volume on your computer to a low setting. Outside of class, any e-mail sent to your instructor should state your name and identify the class you are taking. Remember to act professionally when sending e-mail to your instructor. Any unprofessional e-mail sent to an instructor will not be tolerated.

Important Dates for the Fall Semester:

See CSU Academic Calendar (<http://adminservices.clayton.edu/calendar/acspring2011.htm>) for the most recent academic calendar for the Fall 2011 semester.

Disruptive Classroom Behavior¹

Disruptive behavior in the classroom can negatively effect the classroom environment as well as the educational experience for students enrolled in the course. Disruptive behavior is defined as any behaviors that hamper the ability of instructors to teach or students to learn. Common examples of disruptive behaviors include, but are not limited to:

- Eating in class
- Monopolizing classroom discussions
- Failing to respect the rights of other students to express their viewpoints
- Talking when the instructor or others are speaking
- Constant questions or interruptions which interfere with the instructor's presentation
- Overt inattentiveness (e.g., sleeping or reading the paper in class)
- Creating excessive noise
- Entering the class late or leaving early
- Use of pagers or cell phones in the classroom
- Inordinate or inappropriate demands for time or attention
- Poor personal hygiene (e.g., noticeably offensive body odor)
- Refusal to comply with faculty direction

Students exhibiting these types of behaviors can expect a warning from the instructor or dismissal for the lesson in which the behavior occurs. Failure to correct such behaviors can result in dismissal from the course.

More extreme examples of disruptive behavior include, but are not limited to:

- Use of profanity or pejorative language
- Intoxication
- Verbal abuse of instructor or other students (e.g., taunting, badgering, intimidation)
- Harassment of instructor or other students
- Threats to harm oneself or others
- Physical violence

Students exhibiting these more extreme examples of disruptive behavior may be dismissed from the lesson or the entire course. Students dismissed from a lesson will leave the classroom immediately or may be subject to additional penalties. Dismissed students are responsible for any course material or assignments missed. Students dismissed from a course have the right to appeal the dismissal to the department head responsible for the course. Appeals beyond the department head may also be pursued. If no appeal is made or the appeal is unsuccessful, the student will receive a grade of WF (withdrawal – failing) regardless of the current grade in the course.

Conditions attributed to physical or psychological disabilities are not considered as a legitimate excuse for disruptive behavior.

¹ The description of disruptive behavior and listings of examples of disruptive behavior are taken from the Web sites of James Mason University, the University of Delaware and Virginia Tech.