CS 17 Course Policies
Fall 2018

Contents

1 Introduction 1

2 Health 1

3 Inclusiveness 2

4 Assignments 2
   4.1 Lectures 3
   4.2 Quizzes 3
   4.3 Homeworks 3
   4.4 Projects 3
   4.5 Labs 3
   4.6 Exam 4

5 Collaboration Policy 4
   5.1 Exams/Quizzes 4
   5.2 Homework 4
   5.3 Projects 5
   5.4 Labs 5
   5.5 Piazza 5
   5.6 External Resources 5
   5.7 Protecting Your Workspace 5
   5.8 Enforcement 5

6 Grading 6
   6.1 Breakdown 6
   6.2 Late Policy 6
   6.3 Extensions 7
   6.4 Incomplete Policy 7

7 Contract 7
1 Introduction

CS 17 is the first course in a two-course sequence. The two courses together address programming, algorithms and data structures, and algorithm analysis.

- The sequence introduces different programming paradigms: functional programming, object-oriented programming, and procedural programming. We consider all these important; having a background in only one is insufficient. In particular, CS 17 teaches only functional programming. (For that reason, taking only CS 17 will not make you a proficient programmer.) Most practical programming draws on all three paradigms. Similarly, we will teach you four languages (two in CS 17 and two in CS 18) because we want to quickly get you thinking at a higher level than that of a single programming language.

- Similarly, computer science is not just about programming. Computer science is a discipline for thinking about computation. In this course, we aim to give you ways of thinking that will help you develop as a computer scientist.

This course sequence does not require any prior background. In fact, few students have prior exposure to functional programming. We are all starting from scratch.

The professor, Philip Klein, has a goal of meeting every student in his office at some point in the semester. You will be expected to sign up for a slot to meet with the professor and other students in the class. Slots will be plentiful so it should be easy to find a time that is convenient for you. However, if you need to meet privately with the professor, you can email him (klein@brown.edu) to set up an appointment. You can also just show up at his office (CIT 511) and ask him if he is available.

2 Health

Though this is a challenging course, we want to remind our students to be mindful of their own health. To that end, here are few tips to keep in mind throughout this semester:

- Regularly getting a good night’s sleep is crucial to your success, your ability to learn, your health, and your well-being. Please organize your time in a way that enables you to get enough sleep each night. Because CS 17 lecture takes place at 10 am, it is especially important that you get to bed at a reasonable hour.

- Computer science students are particularly prone to overuse injuries because they sit so long and do so much typing. Take frequent breaks, and learn about how to sit and type in a way that doesn’t do long-term damage to your body.

- The students and staff of CS 17 are a community. Each of us has an obligation to treat others with respect and with kindness. You have the power to influence another’s mood, their attitude, and their motivation. Please do your best to be a positive influence.

- If you are sick and your sickness is likely to interfere with your fulfilling your course responsibilities, let the professor know by email as soon as possible. We will do our best to help you manage your course responsibilities. We don’t want this course to damage your health. Also,
we don’t want you to infect others if you have a contagious illness; please don’t come to class or lab or TA hours or professor office hours under such circumstances.

- If the stress of college/life is becoming too much to handle, the university has people who can help. See Diversity Resources and in particular Health and Wellness Resources.

3 Inclusiveness

It is our goal that all students in CS 17 feel welcome, included, capable, that the class environment feels safe for all. How we treat each other is an important part of achieving that goal. You are required to treat all students and staff in the course, regardless of their identity, with respect. Behavior that violates this rule will not be tolerated.

Sadly, there have been occurrences in the Brown CS community of hurtful and discriminatory speech and behavior. We ask that you do your part to prevent and deter such incidents. If you want to report or discuss an incident, you can contact:

- Philip Klein, the course professor (klein@brown.edu)
- Laura Dobler, CS Staff Diversity Liaison (laura_dobler@brown.edu 401-863-7611)
- Ugur Cetintemel, Department Chair (ugur_cetintemel@brown.edu 401-863-7601)

You can also discuss any related issues with the CS Department’s student advocates for diversity and inclusion. Finally, if you want to report an incident without talking with someone, you can use the CS Inclusivity Feedback Form.

We, the teaching staff of CS 17, are committed to celebrating diversity and difference and to making CS 17 a positive, supportive, welcoming learning experience for all our students. If we fail to uphold this, please let us know with whatever means you feel most comfortable.

The CS Department takes seriously all complaints about unprofessional or discriminatory behavior. See also Title IX for information on the university’s legal obligation to respond to sexual and gender-based harassment and discrimination.

Finally, if you feel you have any disabilities that may affect your performance in doing your coursework, please contact SEAS. We will support accommodations recommended by SEAS.

4 Assignments

This course requires that you do a lot of work, but the work is not mindless labor; it is intellectually challenging, and alumni often tell us that it was a crucial part of their computer science education. According to the Critical Review, in previous years, students have spent an average of 12 hours per week on this course, and up to 20 hours per week during project weeks.

4.1 Lectures

You are expected to attend all lectures. Lectures are interactive sessions lasting roughly an hour, and you are strongly encouraged to participate. Please don’t be shy; ask for clarification when you
don’t understand something that is being discussed.

We do not permit the use of laptops during class unless explicit permission has been granted for a specific task or an accommodation has been made by the professor. Studies show that laptops distract students from absorbing course material. This policy is not based on that, but rather the proven fact that learning is negatively impacted by someone else’s laptop use because of bright screens, the sounds of keyboards, etc. That being said, if you feel there is a condition that makes using a laptop during class necessary for your learning, please reach out to the professor.

4.2 Quizzes

A typical lecture will include a short, written quiz. On a typical day, you will receive full credit just by signing your name to the paper, although the professor will review your answer. For some lectures, that day’s quiz will be graded, and your score will be counted towards your final grade. We will let you know during the previous lecture whether the next lecture’s quiz will be graded.

4.3 Homeworks

Homeworks are designed to help you internalize the course material, and consist of written problems and short programming tasks. Generally, homework assignments will be released once a week and due 11:59:00PM on the due-date. Each homework is graded on the basis of a rubric developed by the professor and course staff.

4.4 Projects

Programming projects give you practice in putting together a larger, more complicated program than you construct in labs and homeworks. All projects are completed in pairs. Each project has two deadlines: one for a design check and one for the final hand-in. The purpose of the design check is to make sure your design is reasonable before you begin coding. You will generally have about a week between the project release date and the date of your design check.

4.5 Labs

Labs are two-hour, interactive programming sessions. They are intended to offer a short but intense investigation of concepts introduced in lecture, or of new concepts. You are expected to read the lab handout before attending lab. Throughout the labs, there will be checkpoints, which instruct you to ask a lab TA to check your work so far. Once you complete the final checkpoint at the end of the lab, you are free to go.

Labs are graded on a 5 point scale; 0 points for failing to attend lab, showing up excessively late, or goofing off rather than doing lab work; 3 points for doing the work nearly to completion with only minor errors while working for the entire lab section; 5 points for completing the lab correctly within your lab section. If you are unable to complete the lab within your lab section, you may receive full credit by completing the lab on your own time and getting checked off at TA hours before your next scheduled lab.
4.6 Exam

There’s only one exam in CS 17, a take-home final. It is entirely non-collaborative. As such, it will help us evaluate your individual knowledge of the material in a way that collaborative work cannot. As we only have one exam, we will make us of graded in-class quizzes, as mentioned in Section 4.2, to regularly assess our teaching and your learning.

5 Collaboration Policy

We believe that working together is a powerful aid to individual learning. CS 17 is designed to give you opportunities for collaboration with other CS 17 students. However, with these opportunities come the responsibility for following the rules governing collaboration.

5.1 Exams/Quizzes

While we would hope this is obvious, in the matter of completeness, we will be explicit. Collaboration on exams and quizzes is prohibited, unless otherwise stated. We hope this document shows how much we value collaboration, but at some point, it’s important to be able to assess one’s individual learning, and we use exams and quizzes to do that. Occasionally, we will allow collaboration for ungraded quizzes. However, the default for both quizzes and exams is no collaboration.

5.2 Homework

While handed in individually, homework doesn’t need to be completed in isolation. Look back at lecture notes, ask questions, think out loud. Almost always, talking is allowed and encouraged. That being said, your end work product should be just that - yours.

You are not allowed to take away any written notes, diagrams, or code from joint work sessions. Emails, IM conversations, and the like all constitute notes. Following a joint work session, you are expected to take a short break to absorb what you learned before writing down your answers. You cannot search how to solve a problem on the Internet, you cannot look at someone else’s code, nor receive step by step instructions on how to do a problem. When you do collaborate, always acknowledge in your handin who you collaborated with and what you collaborated about.

5.3 Projects

Projects will be completed in pairs. You should pair program all code, following our pair programming guide. To be sure, we do not believe that a divide-and-conquer strategy is collaboration, and it’s not allowed. That is, you cannot complete half your project and let your partner complete the other. A partner project means you are working with one other person - not the Internet, and not anyone other than your partner. Treat other groups how you would for individual assignments. That is, we encourage the sharing of ideas, but sharing code is not okay. As with homework, any collaboration should be documented in your handin.
5.4 Labs

Lab is one of the most collaborative parts of this course. Labs should be pair programmed per the pair programming guide, but we encourage different groups to talk to each other, to share ideas, and to help each other. Use your best judgment and help each other learn.

5.5 Piazza

We use an online academic forum called Piazza to post clarifications, make announcements, and answer student questions. You're encouraged to ask questions and answer questions of fellow students. Just as in TA hours, you should not be sharing answers, posting code, providing descriptions of how to implement something, or giving solutions. If you think your post may contain sensitive information, make your post private to the course staff.

5.6 External Resources

The Web has many useful and helpful resources, but some are too helpful - they might provide the solution to problems you are asked to solve, impeding your path to learning and giving you an unfair advantage. In doing your CS 17 work, you must not refer to any resources outside those provided through the class. You are allowed to consult resources linked to on our course website, which will include programming language documentation and materials specific to the topics we study.

5.7 Protecting Your Workspace

Not only are you responsible for ensuring that the work you hand in is your own, you are also responsible for protecting your work. It’s important to ensure you’re saving your course-related work in your course directory, which prevents others from accessing your work. Similarly, it’s important to erase whiteboards when you are finished with them, lock your screen when leaving a computer, and take any printouts with you when leaving your space.

5.8 Enforcement

With the goal of full transparency, we acknowledge that we detect cheating through MOSS (Measure Of Software Similarity). You can read about it [here](#). We recognize that many assignments could be completed in very similar ways, and our goal is not to accuse people of cheating because they implemented something nearly the same as everyone else, but rather to detect abnormally similar assignments. All high MOSS scores will be investigated by hand, and action will be taken when appropriate. This is one of the reasons we require you to list who you collaborate with for every hand-in. A high score is far more suspicious to us between two individuals or groups who did not list each other as collaborators.

If we detect cheating, we will always speak with you first and give you a chance to explain before taking any action. Egregious violations will be referred to the Academic Code Committee for adjudication. Exceptions *may* be possible if you come forward with your violation to the course professor.
### 6 Grading

Your assignments will mostly be graded by the TAs, all of whom are undergraduates, using rubrics developed by the current and former professors and multiple years of TA staffs. The professor may also participate in grading of some assignments. If you have a question about the grading of an assignment, please use the Regrade Request feature on Gradescope. If you are unable to resolve your grade complaint through that feature, please contact the HTA email list to schedule a time to meet. If you are still unsatisfied with the outcome, the HTAs can escalate your grade complaint to the professor.

#### 6.1 Breakdown

As described above, there are different types of assignments in this course. Your grade will be a weighted combination of all of them:

<table>
<thead>
<tr>
<th>Section</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework</td>
<td>33%</td>
</tr>
<tr>
<td>Projects</td>
<td>32%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>15%</td>
</tr>
<tr>
<td>Lab</td>
<td>10%</td>
</tr>
<tr>
<td>Participation Quizzes</td>
<td>5%</td>
</tr>
<tr>
<td>Graded Quizzes</td>
<td>5%</td>
</tr>
</tbody>
</table>

#### 6.2 Late Policy

As a course staff with outside obligations, we understand that things come up, and recognize that there are valid reasons for turning in an assignment late. We strictly adhere to our late policies described below, except in the case of professor-granted extensions.

- **Homeworks** - we deduct 10 points for homeworks turned in up to one hour late and deduct 20 points for homeworks turned in up to 24 hours late. We grant 1 homework late day for the semester that can be used to turn in a homework up to 24 hours late without penalty, and it will be applied at the end of the semester. We do not accept handins after 24 hours after the deadline, regardless of late day usage.

- **Projects** - If you do not show up for your design check (or final grading) at your scheduled time, or do not schedule a design check, you will lose 10 points. If only one partner shows up on time, only the partner that doesn't show up on time will lose points.

  For the final handin, we will deduct 10 points for projects turned in up to one hour late and deduct 20 points for projects turned in up to 24 hours late. We also grant 1 project late day, which both partners must have left to use, to allow handin up to 24 hours late without penalty. We do not accept handins after 24 hours after the deadline, regardless of late day usage.

- **Labs** - missed labs cannot be made up. You may switch your lab to a different day/time by emailing the TA staff by noon on the Saturday before that week’s lab. If you miss a lab without having a confirmed lab switch, or show up over 20 minutes late to lab, you will recieve
no credit. If you began, but did not complete, your lab assignment within your scheduled lab time, you can come to TA hours to get checked off for full credit.

- Quizzes and Exams - late exams will not be accepted and missed quizzes cannot be made up, unless an extension is granted by the professor.

### 6.3 Extensions

Extensions are only granted for good reasons. Illness with a note from health services and family emergencies are reasons for an extension. To be transparent, interviews, athletic events, conferences, etc. are not reason for extensions. When possible, extension requests must be made to the professor at least 48 hours before the assignment’s due date.

### 6.4 Incomplete Policy

We expect everyone to complete the course on time. However, we certainly understand that there may be factors beyond your control, such as health problems and family crises, that prevent you from finishing the course on time. If needed, please discuss with Professor Klein the possibility of being given a grade of Incomplete for the course and setting a schedule for completing the course in the upcoming year.

### 7 Contract

I agree to abide by the CS17 course policies and collaboration policy, and understand their contents and consequences.

**Name:**

____________________________________________

**Login:**

____________________________________________

**Date:**

____________________________________________

**Signature:**

____________________________________________

Please let us know if you find any mistakes, inconsistencies, or confusing language in this or any other CS 17 document by filling out the anonymous feedback form: [http://cs.brown.edu/courses/csci0170/feedback](http://cs.brown.edu/courses/csci0170/feedback).