

# CIS 190 - Open House

Spring 2017

## Syllabus

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**Office Hours:** MWF 9:00 - 10:00 AM in 2214 Engineering Hall or by appointment

**Classroom:** 1116 Engineering Hall (DUE)

**Class Times:** M 12:30 - 1:20 PM in 1116 Engineering Hall (DUE)

### Course Description

This course serves as an enhancement to the normal Open House Committee. Students in this course will have the ability to further demonstrate their ability while learning about teamwork, leadership, and management skills. At the end of the semester, each student will have been deeply involved in the planning and execution of Open House as well as the creation of a display (the theme of which will be decided by the class)

### Course Objectives

At the end of this course, students should be able to:

- Understand what it takes to successfully run an Open House display
- Create a meaningful display to demonstrate CS topics to the general public
- Show how they can apply those skills in a career field
- Articulate how they grew as a student and an individual throughout the class

### Major Course Topics

- Planning, Management, Leadership, Communication, and Operation skills
- Creating an effective Open House display
- Presenting information to the general public in an easy to understand manner

### Course Structure

This course will be drastically different from the “traditional” lecture-based college courses you are likely familiar with. Instead, it will focus on several hands-on learning activities and in-class discussions to help students fully grasp and understand the topics presented. While there will be some bits of lecture material to introduce topics, it will be kept to a minimum and designed to be interactive in order to encourage discussion and analysis.

In short, this class will require a considerable, but reasonable, amount of effort, not only from the students but the instructor as well. In addition to the in-class exercises and activities, there will be a few assignments and group projects to be completed outside of class. Therefore, in this course there will be no examinations or quizzes.

### **Assignments**

Throughout this course, each student will be responsible for a number of assignments to be completed independently as part of a team, depending on the assignment.

#### *Attendance and Participation in Class Activities*

Each class period will include many hands-on activities to be completed in class that will help illustrate the topic of the day. Collaborating and communicating with others in the class is a large part of these activities and is encouraged. Participating in each of these activities is key to learning, so failing to attend class or participate in the in-class activities will result in a grade of zero for that day's work. ***Simply attending class does not guarantee that you will receive points***, especially if you are not actively engaged in learning. This means that if you are on your mobile device, chatting with other students, or using a computer without engaging in the lecture and activities, you may not receive your attendance points for that day.

#### *Individual Assignments*

From time to time there may be individual assignments given out in class. Those assignments will be due before the next class period begins. They will typically be small items to complete, but will still weigh in on your grade a bit.

#### *Open House Display Creation & Presentation*

Each individual in the class is responsible for creating and presenting a display at Open House. Each display will match a theme, which will be discussed and agreed upon by the class and the instructor. Students will present their display at Open House, and will also give a presentation to the department after Open House discussing the presentation and how the students grew as an individual based on the project.

### **Grading**

In theory, each student begins the course with an A. As you submit work, you can either maintain your A (for good work) or chip away at it (for less adequate or incomplete work). In practice, each student starts with 0 points in the gradebook and works upward toward a final point total out of the possible number of points. In this course, it is perfectly possible to get an A simply by completing all the individual assignments and team projects in a satisfactory manner, as well as attending and participating in class each day. Each assignment constitutes a portion of the final grade, as detailed below:

60% Open House Display Creation & Presentation\*

20% Attendance (1% each class, 14 total; 3% each day of Open House)

20% Individual Assignments

\* All group work will include a **REQUIRED** peer evaluation component which can adjust that portion of the individual's grade up to 50%. If a student should fail to contribute to a group assignment at all, their grade for that assignment will be reduced to a zero. Failure to complete the peer evaluation will result in a 10% grade deduction for that assignment.

Letter grades will be assigned following the standard scale:

90% - 100% - A; 80% - 89.99% - B; 70% - 79.99% - C; 60% - 69.99% - D; 00% - 59.99% - F

### **Late Work**

Every student should strive to turn in work on time. Missed class work cannot be made up. Due to the nature of this class, late work is unacceptable (if it isn't done by Open House then it isn't done at all). If you are getting behind in the class, you are encouraged to speak to the instructor for options to make up missed work.

### **Required Texts**

*The Steel Ring Open House 2017 Rulebook*

Recommended texts may be given in class as needed.

### **Subject to Change**

The details in this syllabus are not set in stone. Due to the flexible nature of this class, adjustments may need to be made as the semester progresses, though they will be kept to a minimum. If any changes occur, the changes will be posted on the K-State Canvas page for this course and emailed to all students.

### **Academic Honesty**

Kansas State University has an Honor System based on personal integrity, which is presumed to be sufficient assurance that, in academic matters, one's work is performed honestly and without unauthorized assistance. Undergraduate and graduate students, by registration, acknowledge the jurisdiction of the Honor System. The policies and procedures of the Honor System apply to all full and part-time students enrolled in undergraduate and graduate courses on-campus, off-campus, and via distance learning. The honor system website can be reached via the following URL: <http://www.ksu.edu/honor>. A component vital to the Honor System is the inclusion of the Honor Pledge which applies to all assignments, examinations, or other course work undertaken by students. The Honor Pledge is implied, whether or not it is stated: "On my honor, as a student, I have neither given nor received unauthorized aid on this academic work." A grade of XF can result from a breach of academic honesty. The F indicates failure in the course; the X indicates the reason is an Honor Pledge violation.

**For this course, a violation of the Honor Pledge will result in an automatic 0 for the assignment and the violation will be reported to the Honor System. A second violation will result in an XF in the course.**

### **Students with Disabilities**

Students with disabilities who need classroom accommodations, access to technology, or information about emergency building/campus evacuation processes should contact the Student Access Center and/or their instructor. Services are available to students with a wide range of disabilities including, but not limited to, physical disabilities, medical conditions, learning disabilities, attention deficit disorder, depression, and anxiety. If you are a student enrolled in campus/online courses through the Manhattan or Olathe campuses, contact the Student Access Center at [accesscenter@k-state.edu](mailto:accesscenter@k-state.edu), 785-532-6441; for Salina campus, contact the Academic and Career Advising Center at [acac@k-state.edu](mailto:acac@k-state.edu), 785-826-2649.

### **Expectations for Classroom Conduct**

All student activities in the University, including this course, are governed by the Student Judicial Conduct Code as outlined in the *Student Government Association By Laws, Article V, Section 3, number 2*. Students that engage in behavior that disrupts the learning environment may be asked to leave the class.

### **Campus Safety**

Kansas State University is committed to providing a safe teaching and learning environment for faculty members and students. In order to enhance your safety in the unlikely case of a campus emergency make sure that you know where and how to quickly exit your classroom and how to follow any emergency directives. To view additional campus emergency information go to the University's main page (<http://www.ksu.edu>) and click on the Emergency Information button.

### **Academic Freedom Statement**

Kansas State University is a community of students, faculty, and staff who work together to discover new knowledge, create new ideas, and share the results of their scholarly inquiry with the wider public. Although new ideas or research results may be controversial or challenge established views, the health and growth of any society requires frank intellectual exchange. Academic freedom protects this type of free exchange and is thus essential to any university's mission.

Moreover, academic freedom supports collaborative work in the pursuit of truth and the dissemination of knowledge in an environment of inquiry, respectful debate, and professionalism. Academic freedom is not limited to the classroom or to scientific and scholarly research, but extends to the life of the university as well as to larger social and political questions. It is the right and responsibility of the university community to engage with such issues.