

# Syllabus



## Course Description

This class is a survey of computers and their application in business, government, and society in general. Topics include computer hardware, software, programming, networking, information systems, databases, and careers related to IT (information technology). This class is for students interested in computer technology.

- **Semester:** Spring 2022
- **Class No:** 85202
- **Units:** 3.0 (6 hours lecture per week)
- **Meets:** online at [sdccd.instructure.com](http://sdccd.instructure.com) for 8 weeks from January 31 to March 26, 2022
- **Instructor:** Prof. Richard Pelletier - Computer & Information Science
- **Office:** BT-210 D
- **Telephone:** (619) 388-3113 (office/voice), (619) 354-5648 (cell phone/voice/text)
- **Email:** rpelleti@sdccd.edu



---

## Prerequisites & Advisories

This course is not an introduction to computers. This is an introduction to computer information systems. No computer programming experience is needed, but you are expected to know how to use a computer and the internet.

Students must have completed English 047a or 048 and English 049 or higher with a grade of C or better or have an Assessment Skill Level W5/R5.

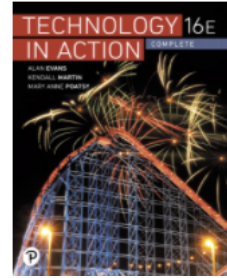
---

## Student Learning Outcomes

Students will identify job and career opportunities in the information technology field.

## Course Content

1. Using Technology
2. Understanding Computers
3. Using the Internet and Web Resources
4. Application Software
5. System Software
6. Understanding Computer Hardware
7. Networking Computers
8. Digital Devices and Media
9. Securing Your Digital Life
10. Computer Programming
11. Databases and Information Systems
12. Networking and Security in Business
13. How the Internet Works



---

## Textbook

We will be using **Technology in Action**, 16th Edition, as an eText in **Revel**. We will be using Revel for our textbook, exercises, assignments, and quizzes. On the first day of class, I will show you how you can get Revel free for 14 days. After that, if you want to continue in this class, you will have to buy an access code from the City College Bookstore ([www.bookstore.sdccd.edu/city](http://www.bookstore.sdccd.edu/city)) or through the publisher, Pearson.



If you get your access code from the college bookstore, note that they cannot send it by email and you will have to wait for a physical card to come in the mail before you can use it.

It is not possible to buy a used version of Revel, nor is it possible to share one copy--you must have your own access to Revel.

---

## Class Format

CISC 150 is a 3 unit course that normally meets 3 hours per week for 16 weeks, but this class is in an 8 week session, so we must cover twice as many hours per week. We will use Canvas to take this class online. You will need access to the internet to use Canvas.

Each week we will be reading at least two chapters in the textbook, do a number of exercises, quizzes, and assignments.

I will post the assignments on Monday and everything will be due by 11:45 PM on Saturday.

---

## Attendance

Attendance will be recorded by completing assignments and tests. According to district policy, you must not be absent for more than 12 percent of the total class hours which comes to around one week. If you stop doing assignments or tests for 2 weeks or more, I will have to drop you from class for non-attendance.

For federal financial aid, including VA benefits, it is important that you continue to make academic progress. To show that you are making academic progress, you must do the assignments and tests. If you do not make academic progress for 22 days, you will be dropped from the class.

If you plan to drop this class, do so officially. It is your responsibility to drop yourself from classes before the deadlines. If you stop attending class without officially dropping yourself from the class, you may find an F grade on your student record which may affect your financial aid, graduation, or transfer plans.

---

## Grading

The total points that you earn in Revel will be divided by the total possible points to get a percentage from 0 to 100 percent to determine your letter grade based on the following table:

Percent	Letter Grade
100 to 90%	A
89 to 80%	B
79 to 70%	C
69 to 60%	D
59 to 0%	F

---

## Important Notes

### **Responsibility to Add, Drop, or Withdraw**

It is your responsibility to add, drop, or withdraw from classes before the deadlines stated in the class schedule. Petitions to add, drop, or withdraw after the deadline will not be approved without proof of circumstances beyond the student's control which made the student unable to meet the deadline. Lack of money to pay fees is not considered an extenuating circumstance. Students anticipating difficulty in paying fees before the add deadline should check with the Financial Aid Office about sources of funds or other alternatives for which they may be eligible.

**Classroom Behavior & Student Code of Conduct**

Students are expected to respect and obey standards of student conduct while in class or on the campus. The Student Code of Conduct, Disciplinary Procedure, and Student Due Process (policy 3100 and procedure 3100.2) can be found in the college catalog, student handbook, and the Office of the Dean of Student Affairs. Charges of misconduct and disciplinary sanctions may be imposed upon students who violate these standards of conduct or provisions of college regulations.

**Academic Integrity**

This class will be conducted in accordance with the college Student Code of Conduct and basic standards of academic honesty. Cheating, plagiarism, or other forms of academic dishonesty are not acceptable and will not be tolerated. Violations of standards of academic honesty will be reported to the college disciplinary office for appropriate action.

**Accommodation of Disability**

Students with disabilities who may need academic accommodations should discuss options with me sometime during the first two weeks of class.

I have made every effort to make this course accessible to all students, including students with disabilities. If you encounter a problem accessing anything in this course, please contact me immediately. Students with disabilities should email me and contact the college's Disabled Students Programs and Services (DSPS) office.

---

## Changes to the Syllabus

From time to time this syllabus may need to be changed. I will notify the class of changes when they occur and update the online version of this syllabus. The revision date can be found on the last page of this syllabus.

---

## Calendar

The dates may change. I will notify the class of changes when they occur.

Week		Topic
1	Jan 31	Introduction to the Class
2	Feb 7	Ch 1 - Using Technology Ch 2 - Understanding Computers
3	Feb 14	Ch 3 - Using the Internet Ch 4 - Application Software
4	Feb 21	Ch 5 - System Software Ch 6 - Understanding Hardware
5	Feb 28	Ch 7 - Networking Computers Ch 8 - Digital Lifestyle: Media & Ethics
6	Mar 7	Ch 9 - Securing Your Digital Life Ch 10 - Software Programming
7	Mar 14	Ch 11 - Databases and Info Systems Ch 12 - Networking and Security
8	Mar 21	Ch 13 - How the Internet Works Final Exam

### Important Dates

Feb 8 Last day to add/drop this class.  
 Mar 4 Last day to withdraw from this class.  
 Mar 26 End of Class

Updated: January 14, 2022