CS 3195 Junior Professional Orientation
Course Syllabus – Spring 2017

Course Time/Location: Thu 9:30 – 10:20 AM/ UGLC 342
Instructor: Claudia Casas
Office: CCSB 3.1006
Email ccasas@utep.edu
Office Hours: Thu 10:30 AM – 11:30 AM or by appointment
http://www.coursesmart.com/9780132493086?__professorview=false&__hdv=6.8

Course Description
This class will provide an overview to the Computer Science profession with an emphasis on ethics and the local and global impact of computing on individuals, organizations, and society.

Class Objectives
1. To attain an ability to analyze the local and global impact of computing on individuals, organizations, and society
2. To analyze current issues in professional ethics related to computing
3. To reflect on your professional development and personal goals with respect to employment opportunities and career paths
4. To be able to prepare a professional portfolio
5. To learn interview techniques
6. To understand the importance of continuing education with an emphasis on graduate school
7. To hone writing and presentation skills

Assignments
• Homework: All homework will be assigned during class (no blackboard reminders or announcements). Blackboard assignments are due the following week on Friday by 1:00 PM (Unless otherwise specified in class). **A 20% penalty will be assessed for assignments submitted late (After 1:00 PM).**
  *Assignments that are more than one day late will be accepted and will receive a 50% credit Any assignments due during class must be submitted during the first 5 minutes of class, otherwise they will be assessed as late with a 20% penalty.**
• You will be asked to write a two-page report on a topic related to ethics in computing or the impact of computing on society. The topic must be chosen from a list provided by the instructor.
• Professional portfolios Online – Must Include Home page about you, resume page, and projects/samples/experience page.
• Mock up interview: You will provide your portfolio and a 1-2-minute elevator speech.

Grading
*Quizzes will be taken online. **There is no make up for missed quizzes (No Exceptions).** The lowest quiz score will be dropped. You will have the opportunity to drop a second quiz grade based on your participation of the eligible activities posted through blackboard.
Final Grading will be determined as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Class Attendance</td>
<td>12%</td>
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<tr>
<td>Quizzes</td>
<td>15%</td>
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<tr>
<td>Writing Assignments: Ethics Report</td>
<td>20%</td>
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<tr>
<td>Homework/Assignments</td>
<td>20%</td>
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<tr>
<td>Mockup Interview</td>
<td>20%</td>
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<tr>
<td>Final Exam</td>
<td>13%</td>
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**Guest Speakers**
We will have guest speakers from UTEP Career Services and Computer Science Professionals that will volunteer their time and expertise to contribute to the class goals.

**Course Policies**

**Attendance and Punctuality**
Your attendance and preparation are critical for your success in this course and your development as a professional. The items below are essential for ensuring that you benefit from the course and are prepared to enter the workforce.

- Attendance: You will be dropped from the class if you have **four or more** absences. Three tardies are equal to one absence.
- Preparation: The reading assignments and homework cover materials that are essential for your professional development. Please read the assigned pages from the text and complete homework.

**Standards of Conduct**
Students are expected to conduct themselves in a professional and courteous manner, as prescribed by the UTEP Standards of Conduct.

**Academic Honesty**
Students may discuss assignments in a general way with other students, but the solutions must be done independently. Graded work should be unmistakably your own. You may not transcribe or copy a solution taken from another person, book, or other source, e.g., a Web page. Professors are required to – and will – report academic dishonesty and any other violation of the Standards of Conduct to the Dean of Students.

**Disabilities**
If you feel you may have a disability that requires accommodation, contact The Center for Accommodations and Support Services Location at Union Building East, Room 106. Phone: (915) 747-5148, or e-mail to cass@utep.edu. Website: http://sa.utep.edu/cass/