

The University of Texas at El Paso
Department of Computer Science
CS 3195 – Junior Professional Orientation
Spring 2020 Syllabus

1. General Information

Instructor:

Daniel Mejia

Email: dmmejia2@utep.edu

Office: CCSB 3.1018

Office Hours: TR 1:30-3:00pm

Class Time:

MW 1:30 PM – 2:50 PM / UGLC 342

Textbook (Required):

Baase, Sara (2018). *A Gift of Fire: Social, Legal, and Ethical Issues for Computing Technology* (5th Edition)

<https://www.vitalsource.com/products/a-gift-of-fire-sara-baase-v9780134615394>

eText ISBN:

9780134615394, 0134615395

Print ISBN:

9780134615271, 0134615271

This book is available at the bookstore and through major online book retailers. This textbook is required; bring to class every meeting.

Photocopied textbooks are illegal, and their use will not be tolerated.

2. Objectives & Outcomes

Class Objectives

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

Learning outcomes

Level 1: Knowledge and Comprehension:

Level 1 outcomes are those in which the student has been exposed to the terms and concepts at a basic level and can supply basic definitions. Upon successful completion of this course, students will be able to:

- a. Describe techniques for face-to-face and telephone interviews.
- b. Recognize possible post-baccalaureate paths, including graduate study, entrepreneurship, and employment in government, academia, and the private sector.
- c. Describe the role of ethics in society and software engineering.
- d. Describe the need and venues for continuing professional development.

Level 2: Application and Analysis:

Level 2 outcomes are those in which the student can apply the material in familiar situations, e.g., can work a problem of familiar structure with minor changes in the details. Upon successful completion of this course, students will be able to:

- a. Set short-term and long-term goals based on one's strengths, weaknesses, and experiences.
- b. Prepare for and participate in a mockup interview.
- c. Evaluate the impact of computer science solutions on individuals, organizations, and society.
- d. Prepare a portfolio that includes a cover letter, resume, samples of software development experiences, oral communication, and written communication samples

3. Policies & Other Information

Grading:

- | | |
|--------------------------------------|-----|
| • Class Attendance | 12% |
| • Quizzes | 15% |
| • Writing Assignments: Ethics Report | 10% |
| • Assignments | 30% |
| • Mockup Interview | 20% |
| • Final Exam | 13% |

Quizzes will be taken through Blackboard. **There is no make up for missed quizzes (No Exceptions).**

The nominal percentage-score-to-letter-grade conversion is as follows:

- 90% or higher is an A
- 80-89% is a B
- 70-79% is a C
- 60-69% is a D
- below 60% is an F

Assignments:

- Homework: A 20% penalty will be assessed for assignments submitted late. Assignments that are more than one day late will be accepted and will receive a 50% penalty. 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 3-4 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 a homepage about you, resume page, and projects/samples/experience page.
- Mock interview: You will provide your portfolio and a 1-2-minute elevator speech.

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.

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 **three or more** absences. Two 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.

Technology:

The use of laptops, cell phones, tablets of any kind, may be necessary for in class quizzes. Outside of the approved specified time (quizzes), laptops and cell phones should not be used during class. The use of laptops or tablets as a tool for taking notes will be considered on a case-by-case basis, at the sole discretion of the instructor. It is preferred that all notes should be taken using paper and pencil/pen.

All other electronics (and its accessories) including, but not limited to music playing devices and headphones are not allowed and should be stored prior to the beginning of class. The instructor reserves the right to ask individuals who do not comply to leave the class.

Disabilities:

If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at www.sa.utep.edu/cass.

4. Standards of Conduct and Academic Dishonesty

Standards of Conduct:

You are expected to conduct yourself in a professional and courteous manner, as prescribed by the [UTEP Standards of Conduct](#).

A fundamental principle for any educational institution, academic integrity is highly valued and seriously regarded at The University of Texas at El Paso. More specifically, students are expected to maintain absolute integrity and a high standard of individual honor in scholastic work undertaken at the University. At a minimum, you should complete any assignments, exams, and other scholastic endeavors with the utmost honesty, which requires you to:

- Acknowledge the contributions of other sources to your scholastic efforts;
- Complete your assignments independently unless expressly authorized to seek or obtain assistance in preparing them;
- Follow instructions for assignments and exams, and observe the standards of your academic discipline; and
- Avoid engaging in any form of academic dishonesty on behalf of yourself or another student.

Graded work, e.g., homework and tests, is to be completed independently and should be unmistakably your own work (or, in the case of group work, your team's work), although you may discuss your project with other students in a general way. You may not represent as your own work material that is transcribed or copied from another person, book, or any other source, e.g., a web page.

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable to another person.

- **Cheating**
 - Copying from the test paper of another student
 - Communicating with another student during a test
 - Giving or seeking aid from another student during a test
 - Possession and/or use of unauthorized materials during tests (i.e. Crib notes, class notes, books, etc.)
 - Substituting for another person to take a test
 - Falsifying research data, reports, academic work offered for credit
- **Plagiarism**
 - Using someone's work in your assignments without the proper citations
 - Submitting the same paper or assignment from a different course, without direct permission of instructors
 - Submitting the same work from a classmate
- **Collusion**

- Unauthorized collaboration with another person in preparing academic assignments

A full description of the University Standards of Conduct and Academic Dishonesty can be found in the [Handbook of Operating Procedures](#).

Professors are required to -- and will -- report academic dishonesty and any other violation of the Standards of Conduct to the Dean of Students.