

CSCI 172: Intermediate Visual Basic (3 credits)

Course Description

This course is a continuation of CSCI 122 Visual Basic. The class teaches students how to access sequential files and random access files. It teaches students how to use database management systems, setup menus and create reports. It also teaches students how to setup and use variable arrays and create a Web page with Visual Basic.

Prerequisite: CSCI 122

Learning Outcomes

Upon the completion of this course, the student will be able to:

- Demonstrate communication skills as appropriate for the given curriculum.
- Use computational skills to solve applied problems and/or logically analyze a variety of problems and select or create appropriate solutions.
- Demonstrate competence with appropriate use of curriculum specific software and hardware.
- Demonstrate competence in the use of appropriate resources.

Required Text

- **Programming with Microsoft® Visual Basic® 2012, 6th Edition**
- **Diane Zak**
- **ISBN-10:** 128507792X
- **ISBN-13:** 9781285077925

Contact Coleen at the NDSCS Bookstore for the most current textbook information (1-800-342-4325, ext. 2239 or coleen.thoe@ndscs.nodak.edu). You may also visit the Bookstore web site at <http://www.ndscsbooks.com/> and search for book information by class by clicking the "Textbook" tab.

Course Policies and Procedures

Access Policy: Computer Failures and Viruses

Online students must maintain computer access at all times to the online course. Lack of computer access as an excuse for late work or missed exam/quiz will **NOT** be accepted. Print and review the [Access Policy](#) to learn how you can take a proactive approach to your online success.

Student Attendance

Regular attendance and completion of all assignments according to the class schedule, is important to your success in this course.

As your instructor, if I am unexpectedly unavailable and may be delayed in reviewing or correcting assignments, I will notify the class of this. I do not check into the course on weekends.

An online student who does not submit class work for ten (10) consecutive calendar days may be dropped from the course. Efforts to contact inactive students are attempted as soon as each semester begins; however, if there is no response from the student and inactivity continues, a drop will be enacted.

The following action may be taken regarding irregular attendance:

- 1) Dropped from a course or program;
- 2) Course grade may be lowered;
- 3) Termination of financial aid assistance;
- 4) Cancellation of registration;
- 5) Restriction from extra-curricular activities; or
- 6) Any other judgments deemed necessary.

See the entire [NDSCS Attendance Policy](#)

Updated policy effective Summer 2007

Online Discussions

The online discussions are required activities, and full participation is essential for your success of this course. Refer to the specific Discussion expectations under Discussion Grading Criteria.

Online Student Participation and Conduct Guidelines

The practices of courtesy and respect that apply in the traditional classroom also apply online. However, the expectations and practice differ in the online classroom to greater extent. Review the [Online Student Participation and Conduct Guidelines](#) for future reference. Failure to abide by such codes of conduct and etiquette may result in my asking you to withdraw from the class and assigning a failing grade.

Assignments

Each unit will build onto the next one and will be accessible according to the posted Schedule. Assignments and quizzes within each chapter are due within specified time frames. Refer to the Schedule for specific due dates.

Assignments not completed by the specified deadline but submitted late will have 10% of grade points deducted at instructor's discretion.

No points will be assigned for incomplete assignments. Be prepared to spend at least four (4) hours per week in the online class, studying, and completing assignments.

Submitting Assignments

All assignments should be turned in via Dropbox unless otherwise specified. You are strongly encouraged to make hard copies of your assignments and communications with the instructor to avoid losing data in the case of technical issues. *At the first sign* of problems, contact your Internet Service Provider (ISP) immediately.

It is your responsibility to access the class on another computer in the event of hardware or software problems. If your problems are not cleared up within 12 hours, contact the instructor by telephone to make other arrangements.

Student-Instructor Communications

While an online class is available 24 hours a day and offers greater flexibility for the student and instructor, keep in mind that your instructor will not be available 24 hours a day. I will check my email, voicemail, and Cyber Office messages on a regular basis, but there may be times when I am unavailable due to other commitments and job responsibilities. I will respond to email, voicemail, or Cyber Office messages as time allows. As a general rule, you can expect your direct question to be answered within 24 hours during week days.

When sending an email, please include your full name so I know to whom I'm responding. Often, the email addresses do not indicate who is sending the message.

HOTMAIL USERS: From past history of teaching online, HOTMAIL does not always recognize e-mail from NDSCS as valid e-mail and may block receipt; if you have a HOTMAIL e-mail account, first check the mail in the junkbox. If that doesn't solve the problems, I would strongly suggest you set up another e-mail account not through HOTMAIL. If you do set up another e-mail provider, also be sure to change your e-mail address for this course by changing your profile information on your online personal home page to ensure you receive instructor communications. If you have difficulty changing your e-mail address, please contact the Help Desk at helpdesk@ndscsonline.org.

Help Desk

For technical problems like not being able to view a page, slowness issues, problems viewing video or hearing audio, things not working as they should, please contact the 24/7 eCollege helpdesk at 877-740-2213, or email them by at helpdesk@ndscsonline.org. They do not answer homework questions; send those to me.

Grading Policies

Each test, quiz, and program assignment are assigned a specific number of points. The total number of points possible is divided into the number of points earned by the student. This percent is converted to a letter grade according to the following scale. Check [Gradebook](#) for points possible on assignments and the points earned on graded assignments.

Letter Grade	Numeric Grade
A	90% - 100%
B	80% - 89%
C	70% - 79%
D	60% - 69%
F	below 60%

Discussion Grading Criteria

Correct grammar and spelling is essential; including punctuation and capitalization. It is the intent of NDSCS to develop employable skills in students, and to prepare them for the workplace. Written communication is one of those skills. If this is not your strength, develop a habit of performing a spell check in MS Word before submitting your work, or posting to a threaded discussion.

Points will be earned in the gradebook for your participation in the assigned discussions. Points will be assigned using the following method and may be computed on a combination of columns 1 through 3:

(BEST)	Pts	(GOOD)	Pts	(MINIMUM)	Pts
You respond with an opinion or information pertinent to the topic. Use two or more complete sentences.	5 max	You respond with an opinion or information that is pertinent to the topic but in only one sentence.	3 max	You respond with an opinion or information not pertinent to the topic.	2 max
You not only post your thoughts, but also post reaction to another student as described above.	3 max	You not only post your thoughts, but also post reaction to another student as described above.	1 max	You not only post your thoughts, but also post reaction to another student as described above.	0 max
0-1 spelling or grammar errors	2 max	2-3 spelling or grammar errors	1 max	4 or more spelling or grammar errors	0 max
<i>Total Possible Points Rubric #1</i>	10 max	<i>Total Possible Points Rubric #2</i>	5 max	<i>Total Possible Points Rubric #3</i>	2 max

Tie to Program Assessment Outcomes

- Students will use communication skills by completing assignments.
- Students will use computational skills to complete the programming assignments.
- Student will use specific software to complete assignments.
- Student will use resources to complete assignments.

Academic Integrity

Integrity is an NDSCS core value and there is an expectation that all students, as members of the college community, adhere to the highest levels of academic integrity.

Dishonesty in class, laboratory, shop work or tests is regarded as a serious offense and is subject to disciplinary action by the instructor and dean of the respective division. For more information, refer to the NDSCS Student Planner or [College Catalog](#).

Types of Misconduct

Cheating: Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.

Fabrication: Intentionally and unauthorized falsification or invention of any information or citation in an academic exercise.

Facilitating academic dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.

Plagiarism: Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

Disabilities and Special Needs

If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and the Disability Support Services Office, 225 Mildred Johnson Library (phone 701-671-2623, or toll-free 1-800-342-4325 ext. 3-2623) as early as possible in the term.

APPENDIX A

ONLINE STUDENT PARTICIPATION AND CONDUCT GUIDELINES

Online courses are based on the premise that students learn best in a community. The instructor plays an important role, but this is a different role than most instructors play in the traditional, face-to-face classroom. While you may see a shift in the way classes work, you'll also notice that some things don't change: the practices of courtesy and respect that apply in the ordinary classroom also apply online, and may actually require more attention in this venue. Here are some guidelines:

1. **Get involved.** In the online environment, it's not enough to show up! Your voice must be heard in order to show your presence. Your comments are needed to add to the information, the shared learning, and the sense of community in each class.
2. **Be persistent.** Remember that for many this is a fairly new environment. Each instructor still sets the rules, and you need to abide by them; however, if you run into any difficulties, don't wait! Send your instructor an email immediately or post in the Discussion Area. Most problems are easily solved, but your instructor and your fellow students need to hear from you before they can help.
3. **Share tips, helps, and questions.** For many, taking online courses is a new experience. There are no dumb questions, and even if you think your solution is obvious, please share it by posting it in the Discussion Area. For every student who asks a question, there are 10 others wanting to know the same thing.
4. **Think before you push the *Send* button.** Did you say just what you meant? How will the person on the other end read the words? While you can't anticipate all reactions, do read over what you've written before you send it.
5. **Consider the context.** Remember that we can't see the grin on your face when you make a sarcastic comment, we can't see the concern on your face if you only say a couple of words, and we can't read your mind and fill in the gaps if you abbreviate your comments. So: help us "see" you by explaining your ideas fully.
6. **Ask for feedback.** Not sure how your ideas and comments will be taken? Remember there's a person on the other side. If you disagree with what someone has said, practice all your communication skills as you express that disagreement. "Flaming," or flying off the handle and ranting at someone is unacceptable; it is the equivalent of having a tantrum, something most of us wouldn't do in an onsite, face to face classroom.
7. **Act with respect.** Any discriminatory, derogatory or inappropriate comments are unacceptable and subject to the same disciplinary action that they would receive if they occurred in the face to face classroom. If you have concerns about something that has been said, please contact your instructor.
8. **Exercise integrity.** Plagiarism, cheating, and other violations of ethical student behavior are serious actions in a learning community. See Academic Integrity Policy in the course syllabus.
9. **Recognize the consequences.** Consequences of online student behavior that contradicts the NDSCS Academic Integrity policy will be addressed on an individual basis and in accordance with NDSCS Academic Integrity policy. Refer to the NDSCS Student Planner or College Catalog for more information.

*Adapted with permission from Dr. C. A. Keller, San Antonio College