

Eastern Kentucky University
Department of Computer Science
Syllabus for INF 101 - Introduction to Online Learning
1 credit hour
CRN 99999
Fall 2014

Instructor: Kishore Acharya
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Office: Wallace 417
Office Hours: By appointment

Course Description:

INF 101 Introduction to Online Learning (1) A. Formerly CSC 101. Prepare students to take online courses at EKU including the use of the Blackboard learning environment. Help students acquire basic skills to be successful in online learning. Credit will not be awarded to students who have credit for CSC 101.

Class meets every Thursday 6:00 – 8:45 PM at Wallace 444.

Text:

Richard J. Van Ness and Steven B. McIntosh, *How To Succeed With Online Learning*, published by BookSurge.com, 2009. ISBN 978-1-4196-9698-5.

Student Learning Outcomes:

In this course, students will:

1. Explain the difference between an online course and a classroom course;
2. Navigate in an online learning environment such as Blackboard;
3. Use online learning tools;
4. Find online learning resources;
5. Distinguish between acceptable and unacceptable behavior towards online learning.

Evaluation Methods:

Midterm Exam	20%
Final Exam	20%
Project	20%
Discussion Board	20%
Assignments	20%

Grading Scale:

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

AND

to get an A, you must have at least a B in each category

to get a B, you must have at least a C in each category

to get a C or D, you must have at least a D in each category.

Student Progress:

Student progress will be available on the EKU Blackboard System.

Attendance Policy:

Attendance will be taken during lecture. Unexcused absences in excess of 10% of the scheduled meetings **will result in a one letter grade reduction for the course.** Unexcused absences in excess of 20% of the scheduled meetings **will result in a two letter grade reduction for the course.** Unexcused absences in excess of 30% of the scheduled meetings **will result in a three letter grade reduction for the course.** Students with unusual circumstances should advise the instructor of their situation immediately. Students will be held responsible for all announcements made in class.

Last Date to Drop the Course/Important Dates: Deadlines for add/drop, and refunds can be found at <http://colonelscompass.eku.edu/>.

Classroom Behavior

Behavior conducive for learning is expected in the classroom, which means no excessive talking to other students or sleeping. Also, this includes turning off cell phones and other electronic devices while in class. Electronics devices include laptop computers, unless you are using them to take class notes. If you are using them to take notes you need to get permission from the instructor. Anyone who violates this policy may be asked to leave the classroom for that class period.

Disability Statement: *A student with a “disability” may be an individual with a physical or mental impairment that substantially limits one or more major life activities such as learning, seeing or hearing. Additionally, pregnancy or a related medical condition that causes a similar substantial limitation may also be considered a disability under the ADA.*

If you are registered with the Office of Services for Individuals with Disabilities, please obtain your accommodation letters from the OSID and present them to the course instructor to discuss any academic accommodations you need. If you believe you need accommodation and are not registered with the OSID, please contact the office in the Whitlock Building Room 361 by email at disserv@eku.edu or by telephone at (859) 622-2933. Upon individual request, this syllabus can be made available in an alternative format.

Academic Integrity Statement: Students are advised that EKU’s Academic Integrity policy will strictly be enforced in this course. The Academic Integrity policy is available at www.academicintegrity.eku.edu. Questions regarding the policy may be directed to the Office of Academic Integrity.

Students are expected to do all assignments independently, unless explicitly told otherwise. The official definitions of cheating and plagiarism can be found in the Academic Integrity policy

Official E-mail: An official EKU e-mail is established for each registered student, each faculty member, and each staff member. All university communications sent via e-mail will be sent to this EKU e-mail address.

Course Requirements:

Reading assignments, written assignments, lab assignments, midterm exam, and final exam. Additional required activities, papers, quizzes, tests, oral reports, special projects, labs, etc. may be given when necessary.

Course Outline:

Week	Topics
1	Introduction to online courses Navigation in an online learning environment: Blackboard
2	Files and Folders management Online learning tools: Communication, Course Tools, Portfolios, Course Map,
3	Learning style and time management Ethics in online learning
4	Copyright law and citation format
5	Computer protection and secure browsing Course evaluation and feedback