Lab Practicum
ITS 539 A01, Spring 2009/2010, Call #04312

Class Meetings:       MW 1-3, RTVC 115
Final Exam Time:      Wednesday, June 9, 2:30-4:30
Textbook:             <none>
Class Web Site:       http://www.its.ohiou.edu/kruse/its539

Dr. Hans Kruse, N292 Lindley Hall
Phone: 593-4891, E-Mail: kruse@ohiou.edu
Office Hours: See http://www.its.ohiou.edu/kruse

This syllabus outlines the structure and rules for this class. For specific information on the content of the class, assignments, and assignment dates, please consult the web site.

Lab Projects
This class revolves around 3 lab projects which are conducted in groups (typically a group will have 3-4 members). You will have 3 weeks to complete each project.

Each project will involve the following steps:
1. Identify and catalog the equipment and resources (manuals, etc) you have on hand.
2. Prepare a detailed project plan.
3. Prepare task assignments for each team member.
4. Establish a test and verification plan (i.e, how do you prove that the project requirements have been met)?
5. Carry out the project.
6. Jointly prepare an Executive Summary for your project report. Each team member prepares the report section corresponding to his/her tasks.

Exams
The final exam will be an oral exam. Each of the teams will review their lab projects with the instructor and answer instructor questions.

Readings
We don’t have a textbook. We will be using several kinds of sources of information for the class. These will include (at least) printed material, web references, and electronic documents.

E-Mail and Class Web Site
I will frequently send important announcements, assignment updates and corrections via electronic mail. To simplify mail list management, all email will go through your oak email account. If you don’t regularly use that machine, I recommend that you have your email forwarded from there to a more convenient machine. Please get into the habit of checking your email regularly.

All content information, assignments, class notes, etc., will be posted on Blackboard. We will also have a public class web site with a calendar and links to various resources. Check both sites often for new resources.
Learning Outcomes
After completing this course you should be able to examine a project definition and plan the project implementation. You will learn to access documentation in various forms and assemble the knowledge needed to apply this knowledge to your project. You will be able to evaluate the performance of various system components and investigate (and solve) problems as they arise.

Attendance Requirements
You must diligently make any group meetings you agree to. You are required to attend the scheduled class times as they will be used to review your group's progress.

Grading Basis (Total available points: 400)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Minimum points required</th>
</tr>
</thead>
<tbody>
<tr>
<td>(+)</td>
<td>93%</td>
</tr>
<tr>
<td>(+/-)</td>
<td>90%</td>
</tr>
<tr>
<td>A</td>
<td>87%</td>
</tr>
<tr>
<td>B</td>
<td>83%</td>
</tr>
<tr>
<td>C</td>
<td>77%</td>
</tr>
<tr>
<td>D</td>
<td>67%</td>
</tr>
</tbody>
</table>

Any score below 60% will result in a failing grade (F). I reserve the right to “curve” these cutoffs down at the end of the course.

Academic Misconduct
The published policies of Ohio University prohibit any form of academic misconduct and dishonesty, including cheating on examinations, submitting work of others as your own, or plagiarism in any form. These policies fully apply to this course, and it is assumed that every student is familiar with them. Violations of the academic misconduct prohibitions will result in a reduction of the student’s grade and/or other penalties as indicated in the policies, including loss of credit for an assignment or the course, or expulsion from the University.

Storage of Records and Materials
All materials turned in to me as part of the assignments in this course will be returned to you once they are graded. Any records (grades, attendance, etc.) and materials which have not been picked up will be discarded after one year.

1 See http://www.library.ohiou.edu/bolt/mod6/index.html for further information. Plagiarism, even if unintentional, will result in a failing grade on the assignment or even the class.