**Course:** Computer Literacy

This course is an introduction to how computers work and how to use them. Topics covered include network information systems, text editors, formatting, file and directory system, spreadsheets, databases, privacy and security. Computers as symbol manipulation devices. Introduction to programming concepts and computer languages. Impact of computers on society. Designed for students with little or no experience using computers. Preference is given to students who have not taken other computer engineering or computer science courses. Students cannot receive credit for this course and Computer Engineering 3. (General Education Code(s): IN.)

**Time & Place:** MW 5:00pm-6:45pm, Thim Lecture 3

**Lab/Discussion Sections:** There are no labs the week of 1/4-1/8. These are subject to change. For latest check the class web page: www.soe.ucsc.edu/classes/cmps002/Winter10/

- A MW 9:30am-11:00am, Soc Sci 135
- B MW 11:00am-12:30pm, Soc Sci 135
- C MW 12:30pm-2:00pm, Soc Sci 135
- D MW 2:00pm-3:30pm, Soc Sci 1 135
- E TuTh 10:30am-12:00noon, Soc Sci 1 135
- F TuTh 5:30pm-7:00pm, Soc Sci 1 135
- G MW 3:00pm-4:30pm, Eight Acad 101
- H TuTh 12:00noon-1:30pm, Eight Acad 101
- I TuTh 1:30pm-3:00pm, Eight Acad 101

The purpose of the lab/discussion sections is for the TAs to provide help with homework, quiz preparation, and lab assignments, as well as to provide facilities for you to work on the Lab Assignments. Attendance is encouraged but is entirely optional.

**Instructor:** Dean Bailey; office: E2 259; e-mail: dbailey@soe.ucsc.edu

**Teaching Assistants:** Zhipan Wang, e-mail: wzhipan@soe.ucsc.edu and Robert Abbott, e-mail: abbott@soe.ucsc.edu

**Office Hours:**
- Bailey: Tuesday, 2:00pm-4:00pm and by appointment, E2 259.
- Wang: tbd
- Abbott: tbd


**Syllabus:** The following is a tentative syllabus for the course:

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<tr>
<th>Wk</th>
<th>Topics</th>
<th>Readings</th>
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<tr>
<td>1</td>
<td>Our Digital Planet</td>
<td>Chapter 1</td>
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<td>2</td>
<td>Hardware Basics: Inside the Box</td>
<td>Chapter 2</td>
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<td>Computer Security and Risks</td>
<td>Chapter 10</td>
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• **Evaluation:** The course work will be weighted as follows:
  
  Chapter Quizzes .................................................. 10%
  Homework/Lab Assignments .......................... 30%
  Two Midterms .................................................... 30%
  Final Exam ......................................................... 30%

  N.B. Passing grades in all four parts are required to pass the course.

• **Examination Schedule:**
  
  – Midterm 1: Monday, February 1
  – Midterm 2: Wednesday, February 24 CHANGE
  – Final Exam: Wednesday, March 17, 12:00noon-3:00pm

  The examination and quiz schedule is fixed. In particular, requests for changes in the schedule will not be accommodated; if you have conflicts with this schedule, please do not enroll in the class. Also, *no* time extension will be given for late arrivals on quiz day or examination day.

• **Academic Integrity:** No form of cheating or academic dishonesty will be tolerated. Incidents will be reported according to UCSC’s policy on academic integrity, the full text of which can be found at [http://oasas.ucsc.edu/avcu/e/integrity](http://oasas.ucsc.edu/avcu/e/integrity). Specifically for this class, if you are caught turning in work as your own, that is not solely your own, or assisting others in doing so, a formal written report will be sent to your Department, the School of Engineering, and to your Provost and academic preceptor. Furthermore you will get a failing grade for the course and the incident will be noted in your evaluation.

• **WebCT**
  
  – We will use WebCT for news, discussion, some quizzes, submission of homework and lab assignments and reporting of scores.