Welcome to CSC148H1S! You are one of roughly 1000 students in 7 sections across three campuses, with 4 different instructors. To ensure that you don't fall between the cracks, please read this entire information sheet carefully. This sheet summarizes CSC148H 2003 Winter information on the UTM campus.

Course website

The course has a website:

http://www.cs.toronto.edu/~sengels/148/03w

It contains information that you are responsible for knowing: assignment handouts, course announcements, computer lab information, forms for remark requests, medical certificates, and more. There are also many extra-help resources listed there.

You should read the `Announcements` page at least twice a week, and you should read the current `Assignment Announcements` page at least once within 48 hours of the due date of an assignment. You are also responsible for all announcements made in lectures and labs. Make a friend in class and get their notes if you miss lecture.

Contact information

Section	Instructor	Office	Email	Phone
L0101 (UTM)	Steve Engels	SE 4041	sengels@cs.toronto.edu	(905) 828-3813

Closed Labs

The location and schedule of the eight closed labs will be posted on the course website.

Help outside of lecture

Your instructor will announce their extra-help hours in lecture. These hours are for help with the course material and the assignments, as well as for solving administrative headaches. You don't need an appointment: just drop by! With sufficient notice, it is always possible to arrange appointments at other times.

Resources

The lecture slides (and other resources) will be posted on the course website.
There is no required textbook for the course, although you should have a Java reference. We strongly recommend that you purchase this textbook:

Big Java, Cay Horstmann, 2002, John Wiley & Sons.

We will use DrJava as the programming environment. See the course website for details.

Assignment, tests, and project, oh my!

Week #	Monday's date	Assignments and Tests	Weight
3	20 January	Assignment 1	5%
5	3 February	Assignment 2	5%
6	10 February	Midterm	15%
—	17 February	**Reading week**	
7	24 February	Assignment 3	5%
9	10 March	Assignment 4	5%
11	24 March	Project	12%
13	7 April	Assignment 5	5%
Exam week	—	Final exam	40%
—	—	Closed labs	8%

You must achieve at least 40 out of 100 on the final exam to pass this course.
Just as MAT137 does, we may mark only parts of your assignments and project.

Computing

Information about the UTM computer lab facilities is described in a guide that can be found at the following website:

`http://www.utm.utoronto.ca/~w3csc/UTM%20PC02.htm`

Please visit this site during the first week and read it thoroughly. We expect you to set up your accounts and to check e-mail from them at **least** twice a week. You can set up *mail forwarding* to automatically forward your email to another account. Instructions for how to set up mail forwarding will be posted on the course website.

Home computers

You can use your own computer for your assignments, *but it is your responsibility to deal with any resulting problems*. The website has a list of common problems. *Any such problems cannot be accepted as an excuse for a late or incorrect assignment.*

Assignment Handouts

Assignment handouts will be available on the course web site approximately two weeks before they are due. We will not be distributing paper handouts. Programs will normally be submitted electronically from the computer lab or from home. The course website contains detailed instructions about the submission process.

Assignment Late Penalty

Assignments are due at 9am on Mondays. There is a penalty for submitting a program after the due time. The following formula gives the percentage penalty that will be subtracted from your assignment mark, where h is the number of hours past the 9am deadline:

$$penalty = h^2/48 + h$$

Here are some rough data points for late penalties. For the first several hours, it's roughly 1% per hour.

Hours late	Penalty (percent)	Effect on Course mark	Hours late	Penalty (percent)	Effect on Course mark
1	1	0.1%	24	36	3.6%
2	2	0.2%	36	63	6.3%
6	7	0.7%	48	96	9.6%
12	15	1.5%	49.3	100 (roughly)	10%

Bureaucratic policies

Because the course is so huge we have rather strict policies to help ensure that everyone is treated fairly and that your requests are not overlooked.

There are two official forms related to illness and assignment remarking: *Request for Special Consideration* and *Request for Remarking*. These forms, and further instructions regarding their use, are described on the course website. These requests may not be processed until the end of the term when calculating the final grades. For example, if you miss a test due to illness we sometimes re-weight your other coursework.

Policy on plagiarism

Submitting work that is not your own *or helping others to do so* is a very serious academic offense. We are serious about enforcing the faculty rules about plagiarized assignments. We will be checking your submissions against those of all other 148 students. Please read the `Guidelines for Avoiding Plagiarism` page for more details.