Syllabus Updates

Welcome to CSC108! This course provides an *Introduction to Computer Programming*. By the end of this course, you should be able think more systematically about problems by understanding Python programs, writing readable, well-styled code, and formulating and analyzing basic computer science algorithms.

The material posted on Quercus is required reading. It contains important information: assignment handouts, the policy on missed work, links to the online discussion forum (Piazza), the announcements page, and more. You are responsible for all announcements made in lecture and on Quercus.

Communication

Piazza: You may ask general course-related questions on Piazza for clarifications about course material, assignments, practice exams, etc.

Office Hours: Instructors and TA's will hold office hours where you can ask 1-on-1 questions about issues with your code or course-related concepts.

Course Email: To contact the course instructors regarding personal issues and emergencies (e.g. missing grades, illnesses, departmental issues) please use this email address: csc108-2024-05@cs.toronto.edu

Sign your email with your full name, student number, and UTORid. Do not email the instructors' or TAs' personal emails for anything related to CSC108.

Do not use Quercus messaging for anything related to CSC108.

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Course Materials

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Lecture Materials: During class time, we will work on exercises together found in Lecture Materials. These exercises are "on paper"; you can bring a printed copy or choose to annotate the provided PDFs on a tablet or laptop.

Course Software: You will need access to a computer that runs Python3 and Wing101. See this page for software installation instructions.

Campus Computer Labs: If you don't have access to a computer, you can also do your coursework on the Teaching Labs in Bahen.

(optional) Textbook: *Practical Programming (3rd ed): An Introduction to Computer Science Using Python 3*, is available as an eBook at: https://pragprog.com/titles/gwpy3/practical-programming-third-edition/.

Staff

Joonho Kim is the Course Coordinator, which means that he and his instructional support staff deal with all administrative issues (e.g. missed work, problems with your grades, the course website, and TA issues).

Instructor information

Instructor	Section
Joonho Kim (Course Coordinator)	LEC 5101 BA1160, Wed 6-9pm

Email : csc108-2024-05@cs.toronto.edu

Marking Scheme

The following items will contribute to your grade: weekly exercises (prepare, perform), quizzes, assignments, research surveys, a midterm test, and a final examination. All assessments must be completed alone (no partners or groups). The Marking Scheme is shown in the table below:

Marking scheme

Assessment/ Survey	Total Weight	More information
Prepare Exercises	5%	Due Wednesdays (first Prepare due May 15). Each week is equally weighted. Best 9 of 10.*
Perform Exercises	5%	Due Fridays (first Perform due May 18). Each week is equally weighted. Best 9 of 10.*
Quizzes	15%	Five quizzes, worth 3% each.
Assignments	20%	Three assignments: A1 (4%), A2 (8%), A3 (8%)
Research surveys	1%	Two research surveys, each worth 0.5%. Dates TBA in May and August; announcements will be sent
Term Test	15%	Written in person on during the June exam period (June 19 – 24).
Final Examination	39%	Written in person on (to be scheduled in the final exam period). *To pass the course, students must earn at least 40% on the final exam.*

* We drop the lowest mark from your Prepare and Perform exercises in case you have to miss one due to illness or other personal circumstances. See the section on Late Policy for more details.

PCRS: Prepare, Rehearse, Perform

- Also see: PCRS

Prepare-Rehearse-Perform	
Prepare (5%)	We will post lecture videos and problems that cover the course topics to prepare you for the upcoming week. After watching the videos and working through the problems, you must complete the Prepare exercise. Each Prepare exercise is due **Wednesdays by 6:00PM** before lecture. Weeks 1 and 7 have course material but no due date.
Rehearse	Next, you will practice applying the concepts covered in the Prepare videos by completing activities of various kinds and working through more complex examples. You'll practice the material during your lecture time with the support of your instructor and teaching assistants. These activities are not for course credit, but are designed to help you get the practice you need to successfully complete the Perform exercises.
Perform (5%)	Finally, using PCRS, you'll complete a Perform exercise based on material covered in the Prepare and Rehearse phases. Each Perform exercise is due **Friday by 10:00 pm**. Weeks 1 and 7 have course material but no due date.

Lectures

Lectures: During lectures, you will practice the concepts covered in the preparation videos by working together with your peers on activities and worksheets found here. Before coming to class you should download (and perhaps print) copies of the worksheets for that week. Instructors will post materials presented in their class (often including worksheet solutions) on the lecture page for their section.

Video Recordings: In our experience, students who do not regularly attend live lectures do not do as well in the course as those who do, and are more likely to drop or fail. We plan to post a recording of one section of the course each week, for students who may have to miss for illness or other personal reasons. However, we very strongly discourage using the recordings in place of attending class on a regular basis.

Quizzes

There will be five quizzes during the term, written in-person on computers in the Bahen labs during your registered tutorial time. During the quizzes, you will have access to Wing101 and a separate quiz MarkUs. No other aids are permitted. These quizzes are to be done individually.

The quizzes will take place during your registered tutorial time on the following dates. **You must write with the tutorial section you are enrolled in. We cannot accommodate switching tutorial timeslots; if you want to change your tutorial enrollment, speak with your college.**

- Quiz 1: Tuesday May 21 or Wednesday May 22
- Quiz 2: Tuesday June 4 or Wednesday June 5
- Quiz 3: Tuesday July 9 or Wednesday July 10
- Quiz 4: Tuesday July 23 or Wednesday July 24
- Quiz 5: Tuesday August 6 or Wednesday August 7

There are no tutorials in the weeks without a quiz. Practice questions will be provided on MarkUs in advance of each quiz. More instructions on what to expect during the quizzes will be posted closer to the first quiz.

Term Test

The term test will cover material from lectures, exercises, and assignments. The term test is 90 minutes long and will be written in person. More information about the content of the test and the rooms will be provided closer to the date of the test.

Final Exam

The final exam covers the whole course, and takes place in person during the final exam period. It is scheduled and administered by the Faculty of Arts and Science. More details on the final exam will come later in the term.

Assignments

The due dates for assignments are:

- Assignment 1: Thursday, May 30 at 4:00 pm
- Assignment 2: Thursday, July 4 at 4:00 pm

- Assignment 3: Thursday, Aug 1 at 4:00 pm

The assignments will be submitted electronically, using MarkUs. You will log in using your UTORid and password. To submit your work:

1. Navigate to the MarkUs page for the particular assignment
2. Click on the "Submissions" tab near the top.
3. Click "Add New File" and use the "Choose Files" button to choose a file.
4. Click "Submit". You can submit a new version of a file later (before the deadline, of course).

Once you have submitted, click on the file's name to check that you submitted the correct version!

Assignments: Doing your Own Work

Academic Integrity is taken very seriously. Students who do not do their own work are at risk of not passing the course, and of not being prepared to be successful in future courses. **The department uses software that compares programs for evidence of similar code**.

Please read the Rules and Regulations from the U of T Governing Council (especially the Code of Behavior on Academic Matters): http://www.governingcouncil.utoronto.ca/policies/behaveac.htm.

Please also see the information for students from the Office of Student Academic Integrity: https://www.artsci.utoronto.ca/current/academic-advising-and-support/student-academic-integrity

Please don't copy. We want you to succeed and are here to help. Here are a couple of general guidelines to help you avoid plagiarism:

- Never look at another student's assignment solution, whether it is on paper or on the computer screen. Never show another student your assignment solution, including by pasting parts of it into a group chat. This applies to all drafts of a solution and to incomplete solutions. If you find code on the web that solves part or all of an assignment, do not read, use, or submit any part of it! A large percentage of the academic offenses in CS involve students who have never met, and who just happened to find the same solution online. If you find a solution, someone else will too.
- Do not seek solutions online, or help outside of the CSC108 course staff. For example, do not post or look at posting on sites like Chegg. These sites contribute to a large number of our academic offense cases each term.
- Online tutors (human or AI) are also often problematic, as they often cross the line and tell students what code to write - and then work with multiple students who all end up submitting nearly identical code.
- The easiest way to avoid plagiarism is to only discuss a piece of work with the CSC108 TAs or the CSC108 instructors.

On the Use of Generative AI in CSC108

Generative AI tools, such as ChatGPT and GitHub CoPilot, are very powerful tools for modern programing. However, usage is strongly discouraged in CSC108. Here's why:

- The **most important goal** of CSC108 is for you to be able to ***read and write code***.
- Use of these tools can give you a false sense of mastery of the course material. Grades are intended to give you some feedback on your understanding of the course material. These tools may help you earn higher grades than your actual level of understanding.
- Students who make use of generative AI to solve unsupervised coursework (e.g. Perform exercises, Assignments) are not developing the programming skills necessary to be successful on both supervised coursework (e.g. Term Test, Final Exam) and future courses (e.g. CSC148 and any other course that depends on mastery of the CSC108 material).
- It is an academic offense to submit work that is not your own, whether that is generated by another human, or by AI.
- Even if you are only using generative AI for studying and practice exercises that are not for marks, it can sometimes give incorrect answers or explanations, even on relatively simple programming questions.

Late Policy and Special Considerations

Course Policies for Technical Issues

Prepare and Perform

No late submissions will be graded. The best 9/10 Prepare and Perform submissions will be counted towards your grade.

Assignments

Late assignments will be accepted only under the policy on Grace Tokens or Special Consideration and Accommodations below. Any assignments submitted beyond the extensions given by the policies below **will not be accepted.**

Assignments: Grace Tokens

We recognize that unexpected problems, technical issues, illness, and other barriers sometimes make it difficult to complete course material. For this reason, each student will be provided **10 grace tokens**. 1 grace token will provide an additional **12** hour extension to an assignment

from the time of the assignment due date. Any number of grace tokens can be applied to an assignment.

Grace tokens are automatically applied on submission. For example, if you submit an assignment 4 hours after the deadline, MarkUs will automatically apply 1 grace token. If you submit an assignment 24 hours and 1 minute after the deadline, MarkUs will automatically apply 3 grace tokens.

Assignments: Special Consideration and Accommodations Policy (SCAP)

This policy is intended to cover students registered with Accessibility Services, or who have an Absence Declaration, or VOI, or any student who discovers that they are unable to meet the original assignment deadline due to emergencies and require extra time to complete assignments. You may request a SCAP extension by completing this form to request up to a 7 day extension for an assignment submission. **We will ask for valid documentation if you fill out this form. Filling out the form does not guarantee approval of an extension.**

SCAP extensions must be requested within 3 days of the original assignment deadline, but if you anticipate needing an extension please try to submit the form a couple days before the deadline. You must fill out this form for each assignment you are requesting special considerations for.

Students can use a **combination of Grace Tokens and SCAP** together on the same assignment for a **maximum extension of 7 days** for an assignment. For example, you can apply for a 2 day SCAP extension + 3 grace tokens (3.5 day extension), 5 day SCAP extension + 4 grace token (7 day extension), 7 day SCAP extension + 0 grace tokens (7 day extension), 3 day SCAP extension + 2 grace tokens (4 day extension), etc. If after the 7 days you are unable to complete the assignment due to circumstances, please email the course email.

Special Consideration for Missed Term Test or Quiz

Students experiencing illness or other emergencies that prevent them from being able to write the Term Test or a Quiz, can apply to the Course Coordinator for special consideration. You will be required to affirm that you are abiding by the Code of Behaviour on Academic Matters, in particular that it is an offense

to engage in any form of cheating, academic dishonesty or misconduct, fraud or misrepresentation not herein otherwise described, in order to obtain academic credit or other academic advantage of any kind

That is, that you are truly experiencing an emergency, and acknowledge that to falsely claim so is an academic offense. **Applying does not guarantee that you will be granted special consideration**.

To apply for special consideration on a missed midterm or quiz, complete this form. You will receive an email response to your request within 1-2 business days.

IMPORTANT: *Submit your request soon as possible if you find yourself in such a situation. It is easier to resolve situations earlier rather than later.* If your emergency will affect your ability to complete coursework in multiple courses, we recommend you also talk to your registrar. You should also complete the absence declaration form on ACORN.

Special Consideration for Other Homework

The above policies should cover illness, disability-related barriers, and other special considerations for Assignments. Students who are experiencing unexpected circumstances may email the course email to request special consideration on the weighting of their completed work.

The reason that we allow students to count the best 9 of 10 (for prepare exercises and perform exercises) is so that they can miss an exercise due to illness or other unexpected circumstances. Students who are ill for **more than one prepare or perform exercise**, can email the course email (csc108-2024-05@cs.toronto.edu) to request special consideration on the weighting of their completed work. Special consideration will not be granted for students who are only ill for a single prepare or perform exercise.

Accessibility Needs

The University of Toronto is committed to accessibility. If you require accommodations or have any accessibility concerns, please visit http://www.accessibility.utoronto.ca as soon as possible.

Students who require accommodations for the midterm test and final exam need to register with Accommodated Testing Services.

Recordings

We will aim to make a recordings available each week of one section of the course. These recordings are intended for students who have to miss an occasional lecture for illness or personal reasons. We strongly discourage students from planning to use recordings as their primary engagement with the course as our data shows that students who only participate asynchronously, and who do not have prior programming experience, are more likely to fall behind, drop, and fail the course.

Disclaimer: This course, including your participation, may be recorded on video and will be available to students in the course for viewing remotely and after each session.

Course videos and materials belong to your instructor, the University, and/or other source depending on the specific facts of each situation and are protected by copyright. In this course, you are permitted to download session videos and materials for your own academic use, but you

should not copy, share, or use them for any other purpose without the explicit permission of the instructor.

For questions about recording and use of videos in which you appear please contact your instructor.

Term Test Remark Requests

Mistakes sometimes happen when marking. If you feel there is an issue with the marking of your test, you may request that it be remarked. Remark requests are accepted for two weeks after tests are returned, and will be completed before the final grades are submitted at the end of the term. You must give a specific reason for each request, referring to a possible error or omission by the marker. Remark requests without a specific reason will not be accepted.

To request a remark for a test, please see the announcement about the test result availability for details.

Equity, Diversity, and Inclusion

We, the students and teaching staff of CSC108, are all members of the same teaching and learning community, with a common goal of creating a safe and supportive learning environment for all students. Each of us has a responsibility towards this goal. We expect that each member of the community treats others with compassion and respect.

The following is UofT's general syllabus statement on equity:

The University of Toronto is committed to equity, human rights and respect for diversity. All members of the learning environment in this course should strive to create an atmosphere of mutual respect where all members of our community can express themselves, engage with each other, and respect one another's differences. U of T does not condone discrimination or harassment against any persons or communities.

Copyright notice

to other websites without the express permission of the instructor will constitute copyright infringement.

This notice applies to all course materials, including (but not limited to): course notes, lecture materials, lecture recordings, sample tests, and assignment handouts, starter code, and solutions.

Lecture recordings

You may not make your own recordings of video, audio, or text chat from lectures, whether in person or online. Course staff will upload lecture recordings on the course website for your use (but you may not distribute these).

Your course work

Work that you complete for CSC108 (including exercises, assignments, and tests) may not be shared with other students or published. This policy is to both protect the intellectual property of course staff (including, for example, the design and starter files for assignments), and to protect you from committing acts of academic dishonesty. For more information on this topic, see the Department of Computer Science website.

GitHub is a popular option for computer science students and professionals to both collaborate in teams and publish their work online, including to develop a portfolio for potential employers. You should not put your work publicly on GitHub. However, you may use GitHub's **private repositories** to store your own work. (See GitHub's instructions for creating a repository and select "Private" in Step 4.)