

**Bergen Community College
Information Technology Department**

Course Syllabus

Course Title:

INF-145 Visual Basic Programming

Credits/Hours:

3 credits/2 hours lecture, 2-hour lab.

Recommended Co-requisite:

INF-150 Business Programming Logic

Course Description:

Visual Basic Programming provides effective hands-on instruction in an event-driven, high level programming language, using a series of tools to design and control object-oriented graphical user interfaces in an integrated development environment. All lab work is done on a Microsoft Windows processing platform.

Textbooks and Supplies:

See course outline

Student Learning Objectives	Assessment Measures
1. Code, test, and execute Visual Basic programs.	Lab Activity
2. Convert a word problem into Visual Basic code.	Lab Activity Exam
3. Select appropriate data types.	Lab Activity Exam
4. Write programs that use functions.	Lab Activity Exam
5. Write structured code using sequence, selection, and repetition statements.	Lab Activity Exam
6. Read a given Visual Basic program and list the input required, output produced, and changes occurring in RAM as it executes.	Exam

College Competencies:	Student Learning Objective:
1. Critical Thinking – Students will actively reflect on, reason about, and form independent judgments on a variety of ideas and information, and use these skills to guide their beliefs and actions.	3, 6
2. Quantitative Reasoning – Students will correctly apply and reason about mathematical and formal concepts and operations, and will correctly interpret and analyze numerical data.	2
3. Technological And Information Fluency – Students will demonstrate computer fluency, and will be able to retrieve, organize, analyze, and evaluate information using both technological and traditional means.	1 - 6

Course Content:

See course outline

Assessment:

An average of 60% from combined assessment measures is required to demonstrate proficiency in course material.

Exams 70%

Lab Work

- Lab Projects 30%

Bonus Points

- Practice Labs
- Several unannounced quizzes (at instructor's discretion)
- Student Participation

Quizzes:

There may be several quizzes, each worth 10 points. The quiz material will be based upon the prior lectures and labs and/or the reading assignments. At the end of the semester, the quiz points may be used to calculate bonus points. These "bonus" points may be used to increase the student's exam average. A quiz cannot be made up if missed. A student entering class late, after a quiz has begun, will not be entitled to extra time to complete the quiz. Students entering class after a quiz is completed will not be permitted to take the quiz.

Testing:

Students **are required** to take examinations on the day and time they are scheduled. If special circumstances require a test schedule adjustment, this must be **worked out in advance** with the instructor. If a student misses an exam (except for prearranged circumstances with the instructor) a zero grade will be assigned and the student should plan to take the optional cumulative final.

The instructor can be reached by **telephone** (see course outline for appropriate phone number), **e-mail, or a written note** can be left in the Divisional Office (during the day) A-306C or in the Evening Office L-113. If there are extreme circumstances (documentation may be required) that prevent a student from taking a test according to the published schedule, the student should use one of the above options to contact the instructor before the next class. An arrangement for a special testing schedule is solely at the **discretion of the instructor**. A student who waits for the next class session to speak with the instructor will not be accommodated with a special test schedule.

It is the student's responsibility to finish an examination correctly and completely. Therefore, when computer Scantron forms are used as answer sheets, the student **must use** a Number 2 lead pencil and erase all stray marks completely. The burden of proper erasure **is at test taking time**. Once the examinations are returned to the students, there will be **no grade adjustments** made due to inappropriate completion of the response form.

The use of electronic devices during exams is prohibited. Any student using an electronic device during an exam (unless directed to do so by the instructor) will receive a 0 for the exam.

Final Project:

Each student may be responsible for a final project. If the project is not fully working, credit will be allocated according to inclusion of the items listed on the project handout. There will be no credit awarded if the program does not compile and execute. The student must be able to appropriately respond to questions regarding the technical details of the code. Late projects are not accepted. **When required, submission of a working project and ability to answer technical questions about the project are required to pass the course.**

Lab Projects:

Laboratory assignments are hands-on productions that show the instructor that the student can competently use specified software. It is important that the student attend all lab sessions.

It is anticipated that students will spend at least four hours per week in the free-time computer room perfecting their skills and completing their lab assignments. The lab assignments are required for grading. They must be submitted on the assignment due date, and **cannot be handed in late**. Acceptance of late laboratory assignments is solely at the **discretion of the instructor**.

Homework:

In addition to any homework assignment given during class, it is a **standing assignment** that the student read each chapter of the book prior to its discussion. Following the class discussion, the student should reread the material and work with the exercises throughout the text. It is anticipated that students will spend at least four hours per week reading the text and working with the exercises and supplemental resources.

Policies:

- Lateness – The roll will be taken at the beginning of class. If the student is not in attendance at that time, he/she will be carried in the roll book as being absent unless the instructor is notified immediately after class. Attendance sheets cannot be adjusted at following class meetings.
- The student must adhere to all college policies. Due to the nature of this course, it is recommended that the student review the policy titled “*Acceptable Information Technology Use at Bergen Community College*”.
- The use of portable electronic devices such as pagers and cell phones is not permitted while class is in session. Please be sure to silence electronic devices before entering class.
- The use of audio CD or tape players, radios, and college computers to play music during class is prohibited.
- Cell phones are to be off during class.
- Students are expected to demonstrate listening, reading, note taking, and writing skills. The student will need to take notes during class discussions and understand and follow verbal and written directions. All assignments and correspondence with the instructor (including e-mail) must be well written in full sentence format. Proper paragraph format must be used for all postings to the student bulletin board (if applicable).
- The subject line of all e-mail correspondence to the instructor must contain the course number and section and student’s name. Any e-mail received without this information will not be opened.
- Plagiarism in any form will be treated as a failure to complete an assignment. All work submitted should reflect individual effort by the student.
- In borderline cases that arise in almost every class each semester, a student’s attendance, class participation, attitude, and observed effort will be considered in helping to determine the student’s final grade.

If the instructor does not appear after 20 minutes following the scheduled starting time, students should generate an attendance list. One volunteer member needs to deliver the list, containing the course title, date, and instructor’s name, to the Evening Office (L-113) or to the Divisional Office (during the day) A-306C.

Additional policy and assessment information may be distributed by individual instructors.