

# CISC 1050 Syllabus

Spring 2017

## When?

Tuesday and Thursday, 9.30am - 10.45am

## Where?

WEB 105

## Instructor

Nikolas Melissaris

Email: [nikolas@sci.brooklyn.cuny.edu](mailto:nikolas@sci.brooklyn.cuny.edu)

Class website: <http://www.sci.brooklyn.cuny.edu/~nikolas>

## Contact - Office Hours

You are more than welcome to email me with questions about the course, mathematics and computer science in general, or about how Episode II of Star Wars is the worst movie ever filmed. I have strict filters setup so please include **CISC1050** (no space) in the subject line to increase your chances of your mail not ending up in the junk folder. If for some reason you feel that it will be more efficient to meet with me, you'll have to come at the Graduate Center where I spend the biggest part of my day. Shoot an email first to make sure I'm there, bring your ID to sign in and come to room 4435. The address is:

365 5th Ave.  
New York, NY, 10016

which is right across from the Empire State building.

## Course Goals

- Introduction to the use of the computer in the home and office.
- Overview of the Microsoft Office Suite, including:
  - Word
  - Excel
  - Access
  - Powerpoint

## Assignments

Grades:

- 50% Midterm
- 50% Final

The midterm will *probably* take place on **March 23** and the final will definitely take place on **May 23**.

## Academic Integrity

The faculty and administration of Brooklyn College support an environment free from cheating and plagiarism. Each student is responsible for being aware of what constitutes cheating and plagiarism and for avoiding both. The complete text of the CUNY Academic Integrity Policy and the Brooklyn College procedure for policy implementation can be found at <http://www.brooklyn.cuny.edu/bc/policies>. If a faculty member suspects a violation of academic integrity and, upon investigation, confirms that violation, or if the student admits the violation, the faculty member **MUST** report the violation.

## Student Disability Services

In order to receive disability-related academic accommodations students must first be registered with the Center for Student Disability Services. Students who have a documented disability or suspect they may have a disability are invited to set up an appointment with the Director of the Center for Student Disability Services, Ms. Valerie Stewart-Lovell at (718) 951-5538. If you have already registered with the Center for Student Disability Services, please provide your professor with the course accommodation form and discuss your specific accommodation with him/her.

## Non-attendance because of religious beliefs

Reference to the state law regarding non-attendance because of religious beliefs (p.72 in the Undergraduate Bulletin or p. 46 of the Graduate Bulletin).