

Beginning COBOL Syllabus

Instructor Information

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Class Information

Beginning Date 9/20/2010
Number of Weeks 13

Prerequisites

Passing grade of 'C-' or better in Introduction to Programming Logic (152-102), and Introduction to iSeries (152-120) or consent of instructor.

Textbooks

Robert Janson. *Introduction to IBMi*. Edition: 5th. Publisher: Janson Industries. Year: 2009
Lesley Anne Robertson. *Simple Program Design A Step-by-Step Approach*. Edition: 5th. Publisher: Course Technology. Year: 2007
James Ley, Nancy Stern, Robert Stern. *Cobol for the 21st Century*. Edition: 11th. Publisher: Wiley. Year: 2006

Supplies

Flash Drive

Core Abilities

Act with integrity

Communicate effectively

Demonstrate effective critical and creative thinking

Demonstrate global and social awareness

Competencies

1. Review program development process.
2. Identify basic components of a COBOL program.
3. Use a software development application environment for program development.
4. Design COBOL programs using structure programming techniques.
5. Create modular COBOL program using structured programming techniques.
6. Demonstrate the ability to debug COBOL programs using debugging techniques.
7. Demonstrate the various options and rules of the MOVE statement.
8. Apply concepts of COBOL edit symbols to produce formatted output.
9. Solve arithmetic calculations using COBOL arithmetic statements.
10. Utilize the IF and EVALUATE selection control structure to validate data.
11. Utilize the variations of the PERFORM iteration control structure to process data.
12. Create a detail and summary report program.

Grading Information

Grading Rationale

Your final grade will be determined from the following components:

Check offs:	10%
Assignments:	10%
Quizzes:	10%
Programs:	20%
Tests:	50%

Grading Scale

A	96 - 100%
A-	92 - 95%
B+	88 - 91%
B	84 - 87%
B-	80 - 83%
C+	77 - 79%
C	75 - 76%
C-	73 - 74%
D+	72%
D	71%
D-	70%
F	Below 70%

Guidelines and Information

Attendance Policy

Students must attend class regularly and actively participate in all class activities. Attendance will be taken. An absence is defined as being absent, tardy, or doing non-class work during class. If you are not in class, you will miss important information, thereby affecting your grade. Class lectures will not be repeated and it is your responsibility to make up any missed work. You should contact your "absence buddy" for notes on the day's lesson. If you have unexcused absences that equal a week's worth of class, I will refer you to Student Services. If you have two weeks of unexcused absences, you may be dropped from class.

Referrals

Referrals to MSTC's Student Services may be made for inappropriate classroom conduct (including cheating), lack of academic progress or excessive absences. Disciplinary action, including being dropped from the course, will be taken for conduct issues.

Tutors

If you find that you are having trouble with this course and need to rely too heavily on other students for help, consider using the IT tutor. The IT tutor is there to help you learn the material so that you can be successful in this class. Don't wait until it's too late.

Check offs

Check offs will be due the class meeting assigned. Check offs will be graded on pass/fail basis. If you do not meet the criteria of the check off, the check off can be reworked.

Assignments

Assignments will be due the class meeting specified. Any assignment is late if it is not turned in at the beginning of class on the assignment due date. Late assignments turned in the same day they are due will

result in a 10% reduction in points. Any other late assignments (turned in after the due date) will only be worth a maximum of 75%. Any assignment which is more than 1 week late will be worth 0%.

Programs

There will be several programs turned in for grading. These will require design as well as program execution activities. All programs will adhere to a specific set of standards that will be given. Part of these programs will require you to "dig out" information on your own. Be prepared to read the text for information or insights not covered in class.

Programs will be due at the beginning of the class meeting specified on the program description sheet. Programs will not be graded unless they execute. Programs will be graded based on the criteria on the programs description sheet. Programs will be graded from 0 to 100%.

Any program is late if it is not turned in at the beginning of the class. Late programs turned in the same day they are due will result in a 10% deduction in points. One day late program will only be worth a maximum of 75%, two day late programs will only be worth a maximum of 50%. One week late program will be worth 0%. All programs must be submitted within 1 week of the due date. Failure to submit a program may result in being dropped from the course.

You may be asked to demonstrate and explain one or more of your programs to me. These presentations will be random and will be designed to ensure that you have a thorough understanding of the program concepts that you are using in your programs. The grade you receive on the program that you submitted will be determined by your understanding of the concepts and functions you have used in your program. If you do not demonstrate a thorough understanding of your program, you will be required to demonstrate and explain the next programming assignment that you turn in.

Be prepared to spend time outside of class to finish your assignment. The normal rule for the amount of outside time to be spent is 1 to 2 hours per hour of class.

When coming for debugging assistance you must present evidence of your design and of your debugging activities.

Quizzes

At various times throughout the semester, your instructor will give a quiz over the assigned reading material. Regardless of how many quizzes are actually given, your total score on all quizzes will be scaled to be worth 10% of your grade. If your quiz grade falls below 70%, you will receive a 0% for the quiz component of your grade.

Tests

There will be several tests given throughout the semester. Exams must be taken on the day they are scheduled. If you know you will miss an exam, let me know so we can make arrangements. A day late exam will be assigned a 50% as a grade. Two days late the exam will be assigned a 25% as the grade. Three days late, the exam will be assigned a 0% as the grade.

If you fail to maintain a 70% average on your tests, you will receive a 0% for the test component of your grade.

Early or late exams may or may not be the same exam that the class takes on the test day.

Anyone caught cheating on exams will receive an 'F' for the class and be dropped from the class.

NQA2

You will be expected to complete all assignments, programs and tests on the scheduled dates. However, two "No Questions Asked" (NQA) coupons will be handed out.

If you are handing in a late assignment, late program or taking an exam late, you must staple a coupon to it. The assignment/program/test will then be graded as if it were handed in on time. One coupon must be attached to the assignment/program/exam for each class (not calendar) day that it is late.

NQA's can be used for missed quizzes.

If lost, the NQA's will not be replaced. You will receive bonus points if you return your NQA's at the end of the semester. You have opportunities throughout the semester to earn two more NQA's

Academic Integrity

The Mid-State Technical College Board, administration, faculty, and staff believe that academic honesty and integrity are fundamental to the mission of higher education. All students are expected to maintain and promote the highest standards of personal honesty and professional integrity. These standards apply to all examinations, assigned work, and projects. Therefore, a student who is found to have been dishonest, fraudulent, or deceptive in the completion of work or is willing to help others to be so or who is found to have plagiarized (presented the work of others as his or her own) is subject to disciplinary action up to and including suspension.

ADA Statement

If you know you have a recognized disability, or suspect that you might have one, it is your responsibility to identify yourself as soon as possible to the Disability Services staff in Student Services. Course standards will not be lowered but various kinds of accommodations are available to you. Adequate and reasonable time will be required to develop and provide appropriate accommodations so contact Disability Services as soon as possible. It is MSTC's goal to assist you in your individual educational plan.

Top 10 Ways to Make Sure You Flunk This Class

10. Don't study the text, lecture material, or additional assigned recommended reading. Reading once or twice the night before the exam "doesn't cut it."

9. Don't observe due dates. Late work, no matter what the excuse, is usually downgraded or not accepted.

8. Urge the instructor to "cut you some slack" or "give you a break." If he did that for some one else and not you, what would your reaction be?
7. Do not attend class. While you may think class is boring, the teacher might just provide some insights that will help you better understand the content of the course.
6. Come to class late. If you really want to get on the wrong side of the instructor, just make this a habit.
5. Play with your cell phone, iPod, or other electronic device in class. Unless you have childcare problems, these actions tell the instructor that something else is more important than what is being taught.
4. Copy stuff from Wikipedia, a Google search, or someone else's work without proper citations. Teachers usually can identify plagiarism and material that is not yours.
3. Sleep in class. We know that school interferes with your social life, but do not make it so obvious!
2. Tell the teacher that this class is the only one with which you are struggling and you have "A's and B's" in all other classes. Don't give the impression that your other teachers are too easy.
1. Don't really, really try to learn.

How to Get the Most Out Of This Learning Experience

Take charge of your own learning. Raise questions, probe, explore, and go after what you need.

Be open. Use your imagination, consider new possibilities, and create something new for yourself.

Give as well as receive. Give liberally to co-learners and be prepared to receive a great deal from them.

Have fun. Plan to thoroughly enjoy this opportunity to learn and to grow in your professional competence and satisfaction.