Instructor: Ms. Janice Knapp
Course Name: Business Applications Programming I
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Fax: (336) 334-4083
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jknapp1@triad.rr.com
Office Hours: M 5:30 – 6:15 pm
T, Th 10:50 am – 12:15 pm
And by appointment

Required Textbook and Materials

Flash drive of at least 128MB or ideally a USB 2.0 256MB flash drive or two (2) DS/HD 3.5” high quality floppy disks.

Course Description: Introduction to the use of Visual Basic 2005 programming as a tool for solving business-related problems. Emphasis on problem analysis and structured programming.

Course Objectives:
At the end of this course, the student should have the ability to:
◦ Analyze programming problems and utilize programming tools, such as flowcharts and pseudocode to plan the solution to programming problems
◦ Plan and design solutions to programming problems
◦ Translate solutions into programming code
◦ Create and modify Visual Basic programs
◦ Write and debug Visual Basic programs that contain, objects and events, computations, sub procedures, decisions, iteration, and array processing
Global Perspectives:
Globalization issues, such as foreign exchange rates, may be included in assignments.

Limitations of Course Scope:
This course will not specifically address the issues of demographic diversity, or ethical/polical/social/legal/regulatory/environment perspectives.

Instructional Methodology:
Instruction includes lectures, class discussions, and homework.

Attendance Policy:
Attendance is strongly encouraged, however no attendance records will be maintained. Regular class attendance is essential by each student. Research has found that there is a close relationship between attendance and grades. Generally, those who miss class very often (more than twice) receive the lowest grades. It is therefore highly recommended that you attend each class period that it meets, that you may receive the highest grade possible. Students should come to class prepared and on time.

Lectures and Labs:
Each student could benefit by attending each class session and reading course text, and materials, before the class period in which the scheduled topics will be covered. Class participation in discussions and activities are strongly recommended.

Lab assignments will be on topics covered during lecture and in text. It is the student’s responsibility, if unable to attend lecture, to check with a fellow classmate concerning any missed material and obtain the necessary information covered. For any needed individual assistance, students are encouraged to seek the instructor’s help during scheduled office hours. **It is expected you commit time to this course.**

No food or drinks are allowed in the labs, due to potential damage to computers and electronic equipment.

Assignments:
Assignments are due at the beginning of the class period, of the scheduled due date. Early submission of assignments, are accepted. No extra credit assignments given.
Exams: 
Assume no make-ups. If you have a valid excuse for missing an exam, contact me BEFORE the exam.

Performance Evaluation and Grading: 
Student performance will be determined by 5 program assignments and 2 exams. The following displays the points and relative weights in determining your final grade.

Midterm Exam: 350 points (35%)  
Final Exam: 350 points (35%)  
Assignments Total = 300 points (30%)  
1000 points (100%) Possible points earned

Course grade is based upon percent of points earned on labs assignments and exams, based on the following grade scale:

94-100% = A  87-89% = B+  77-79% = C+  67-69% = D+  
90-93% = A-  83-86% = B  73-76% = C  63-66% = D  
80-82% = B-  70-72% = C-  60-62% = D-  
Below 60% = F

Academic Honesty: 
University students are expected to conduct themselves in accordance with the highest standards of academic honesty. A student is subject to penalty for academic misconduct, such as illicit possession of exams or exam materials, forgery, or plagiarism. Plagiarism is the presentation of the work of another, as one’s own work. Discussing your assignments with other students can be a valuable learning resource, however, each student is expected to do their own original work. It is the student’s responsibility to prove their work is original, if challenged.

All students are required to follow the provisions of the UNCG Honor Policy in completing coursework. If you do not know the provisions of the Honor Policy, make time to study it.
Assignment and Exam Dates

Tenative program due dates:

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<thead>
<tr>
<th>Prg. 1: Aug. 21</th>
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<tbody>
<tr>
<td>Prg. 2: Aug. 28</td>
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<tr>
<td>Prg. 3: Sept. 9 (Saturday, makeup day for Labor Day, 8:30 - 11:20am)</td>
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<tr>
<td>Prg. 4: Sept. 18</td>
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<td>Prg. 5: Sept. 25</td>
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Tentative Scheduled Exam dates

<table>
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<tr>
<th>Exams</th>
<th>Date</th>
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<tbody>
<tr>
<td>Midterm Exam:</td>
<td>Saturday, Sept. 9</td>
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<tr>
<td>Final Exam:</td>
<td>Monday, Sept. 25</td>
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Special Dates:

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<tr>
<th>Sept. 4</th>
<th>Labor Day Holiday</th>
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<tr>
<td>Sept. 25</td>
<td>Last Day of Class</td>
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** This syllabus is subject to change upon request of the instructor **
**ISM 604 Tentative Course Outline**

<table>
<thead>
<tr>
<th>WEEK OF</th>
<th>CHAPTERS</th>
<th>TOPICS</th>
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| Aug. 14  | 1 & 2    | Introduction to Visual Basic 2005  
Problem Solving  |
|          | 2        | Program Design and Development Structure  
Event-Driven Problem Solving Environment  |
|          | 3.1      | Fundamentals of Programming in Visual Basic  |
| Aug. 21  | 3.2, 3.3 | Visual Basic Events & Numbers  |
|          | 3.4 & 3.5| Strings & Input and Output  |
|          | 6.1      | Do Loops  |
| Aug. 28  | 4.1 & 4.2| General Procedures: Sub Procedures  
Do Loops  |
|          | 4.3 & 4.4| Function Procedures & Modular Design  |
|          | 5.1 & 5.2| Decisions: Relational and Logical Operators, IF block structures  
Select Case Blocks  |
| Sept. 9  |          | *(Saturday makeup day for Labor Day)*  |
|          | 6.2 & 6.3| Processing Lists of Data & For…Next Loops  |
|          | 9        | Additional Controls and Objects  |
| Sept. 11 | 7.1      | Creating and Accessing Arrays  |
| Sept. 18 | 7.3 & 7.4| Sorting and Searching Arrays  |
| Sept. 25 |          | Final Exam  |

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