

CMPSCI 145
Representing, Storing, and Retrieving Information
Spring 2012
Professor William T. Verts

Office, Telephone, and Email:

LGRC A357

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No ringer, no voice mail.

Personal, for asking questions.

For submitting on-line materials.

Not a good way to contact me.

Put CMPSCI 145 in the subject line.

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I read all email daily, but do not expect a speedy reply. I might not reply at all if the question is something I can address in class. Do NOT email attachments to me; they will be deleted. Do not call me at home.

Hours: Tuesday & Thursday 2:00-3:30, immediately after class, and by appointment at our mutual convenience. On one Monday per month I must leave directly after class and cannot hold office hours on those days, as I will be attending noon CMPSCI faculty meetings.

Web: <http://www.cs.umass.edu/~verts> (then follow the link to the 145 page), or:
<http://www.cs.umass.edu/~verts/cmpsci145/cmpsci145.html>

TA: Keen Sung (ksung@cs.umass.edu). The TA will hold office hours in LGRC A355, perform the grading, and be available to assist in all aspects of this course. Hours TBA.

Class: LGRT 101, Monday, Wednesday, Friday 11:15AM–12:05PM.

Book: *Representing, Storing, and Retrieving Information*, 4TH Edition, ©2009, William T. Verts.

Scoring:

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| Midterm 1 | 15% (open book, Late February or early March) |
| Midterm 2 | 15% (open book, early April) |
| Final Exam | 25% (open book, during final's week in May, with a take-home portion) |
| Homework | 15% (formally assigned homework, in-class exercises, in-class quizzes, etc.) |
| Projects: | 30% (singly, but there may be small group projects) |

Letter grades will be assigned according to final computed course score:

A \geq 90%, A- \geq 88%, B+ \geq 86%, B \geq 80%, B- \geq 78%, C+ \geq 76%, C \geq 64%, C- \geq 62%, D+ \geq 60%, D \geq 50%, F < 50%. Missing either of the midterms, or the final exam, incurs an automatic F for the course. Fractional final course scores are rounded to the nearest integer (87.49999 rounds down to 87 for a B+, while 87.50000 rounds up to 88 for an A-).

Computer: It is expected that you either have your own PC running a later version of Windows (XP, Vista, or 7), or have access to a PC where you can install Windows software from the class. Mac users may wish to consider installing Parallels and Windows 7. Assignments may be completed on OIT equipment in UMass campus labs, but you *might* have some difficulties in using class-provided software. Home computers should have Microsoft Word and Excel installed (Office 2010 recommended for the PC, or Office 2011 for the Mac). You must also have a working Internet connection and Web browser. Ability to pack and unpack .ZIP files and to read .PDF files is required (Adobe Acrobat Reader recommended). Get a USB flash drive for archiving your data files, and for bringing work in to me or the TA to examine.

Final Notes:

1. **DO YOUR OWN WORK, INCLUDING HOMEWORK AND LAB WORK.** You may discuss homework and lab assignments with other students, but you may not share files or disks. Upon discovery of duplication, I will contact you for a conference, as required in the guidelines set out by the University of Massachusetts Academic Honesty Policy, and we will resolve the issue according to those guidelines. See the document at: http://www.umass.edu/dean_students/codeofconduct/acadhonesty/
2. **Do not** ask for extra work after the end of the semester to boost an undesirable grade. I never grant such requests.
3. Please contact me directly if you have any concerns about the running of the course, the TA, grading, etc.