Spring 17
Computer Science Self-Pace Rules

Info about CS9 series and CS47B

Everyone has to read this entire document. We kept it short. It contains important information that you are responsible for knowing for your Self-Paced Course. There is a corresponding “Orientation quiz” you need to bring to the Self-Pace Center that verifies you read this document.

These courses are “Self-Paced” but they are still serious UC courses, with a high difficulty level and pre-requisites. We know you will have a positive experience learning the languages and enriching your skill sets, but please note that these courses can take up a lot of your time! Please don’t think of them as an easy 2 unit course. In order to have a positive experience and learn the material you need to get started in your course and continue with it regularly. Key to success is to keep doing the work, put time and focus into the courses and take the time to come to the Self Pace Center regularly for quiz taking and tutoring.

Our web site: -inst.eecs.berkeley.edu/~selfpace

There you will find all your course information including your course study guides with all your assignments, as well your guides to materials. Look for the index of classes. Also many course textbooks are online there and found in the guides to materials. There is also information about how to use your computer account that you will be issued, (if you choose to use it, you have the option of also downloading your own compiler on your computer). There is a document called “Before you Begin” that has basic account use info. We also post announcements regularly so important to check the web page for any important information. We will also be sending messages to you via piazza announcements and email during the semester, so be sure to read those too.

Getting started and set up for your course!

1. Read this document
2. Do the short orientation quiz
3. Go to the web site, find your course assignments, required texts
4. At some point during the first 3 weeks of school, come to the Self-Pace Center and take the entrance quiz to determine you are prepared and have the pre-requisites to take your course, (please note no rush to come to the center, but be aware of our course work deadlines, and department course drop deadline dates if you are not sure if you are going to take the course)

We are devoting the first two weeks to getting students started, so we will NOT be accepting assignments other than the orientation quiz, (and entrance quiz taking), until January 30th. We want to make sure everyone is getting off to a good start. So no mad rush to come to the center, take your time and get on a good footing.

The Self-Pace Center: Our center is located in 200A Sutardja Dai Hall. (Door is next to the nice orange couches in Qualcomm Café-the door deceptively says “No Exit” on it) We will open to
students on Thurs January 19th. Enter only through that orange door (not through the Apple lab next door)

**Hours:** Our hours are: Monday-Thurs 11-5, Fri 12-4. We believe they will remain our regular hours through the semester, but if there are changes we will mail them to you, and post them on our web site. Also note we stop handing out quizzes the last 30 minutes we are open and don’t start new tutoring sessions the last 15 minutes we are open, even if you are signed up.

**Entrance Quiz:** We have an entrance quiz (this is different from the “orientation quiz”) every student must take and verify with a tutor they can pass. We aren’t trying to be mean, we just want to check if this is the class for you. We have even been told the quiz should be even more challenging. This quiz is also for YOU to determine if this course is a fit for you. Not having the pre-requisites and trying to take our courses will set you up for a lot of grief. The current climate as made many students eager to learn programming which is great. But our courses do require pre-requisites. Please note just knowing the basic recursion is not enough to prepare you for our courses.

We will stop taking new adds via telebears early 3rd week. So if you are considering switching courses do so before then.

**IMPORTANT note about work load of our courses:** Our 9 series courses are 2 units. And can have as much work as a 4 unit course. Please keep this in mind when you consider signing up for more than one class. We don’t recommend students with average to heavy course loads take more than one self-pace course at a time. If you are looking to add units there is decal.org for some great two unit courses that are far more manageable for a busy Cal student.

**Tutor schedule:** Our tutor schedule will be up online on our web site 3rd or 4th week of school, but in the meantime we will be sending you information about tutor schedules and also posting them on piazza- (we will invite you to your course piazza early in the semester)

**Completing the Assignments:**

The tutors prefer to see running programs on your lap tops. You can download a compiler to run your program on your own machine. We have some information about different options on our web site or feel free to ask our staff about this. You will also be offered a computer account to use UCB servers using SSH or terminal on your Mac, if you wish. We have some documents on our web site about how to use your account, one is called “Before you Begin”. Or feel free to ask us questions about this.

**Grading Guidelines:** For new students the point breakdown for the SPC courses is as follows:

Assignments and Quizzes 40%

- Pacing Points* 20%
- Final Exam 40%

Assignments and Quizzes comprises of completion of assignments and quizzes.

Final Exam points are given based upon the points received from the final exam.

P/NP: At least 70% to PASS

Letter Grade for 47B: No curve. 90-100 A, 80-89 B....

*Pacing Points and deadlines: We will be sending you more information about pacing soon. Everyone will start the semester with 20 pacing points. Although these courses are self-paced
and you can turn in work whenever you wish, our students have been asking for more structure, so this past semester we added deadlines and they really seemed to be positive for the students for planning. Your deadlines are guidelines and you are encouraged to turn in work WAY ahead of deadlines. Your first deadline will be 5th week of school, you will be required to turn in your first program, or lose a pacing point each day it’s turned in late. Remember you can turn it in MUCH earlier than that too. The actual “deadline day of the week” for each class will be different so that will be mailed to you, (in other words, not everyone’s will be Friday). We base this day on staffing so we can’t tell you the actual “day of the week”, until we have our tutor schedules. Your next deadline will be week 7. As noted you are also encouraged to work ahead of this schedule. There will also be deadlines during week 11 to reach 50 percent threshold of work, (information will be mailed to you about what that means for each class) and then week 13 to reach a point where you only have two things left to turn in. Then of course the final week of instruction to have all work in.

*Also note, the last three days we are open April 26, 27 and 28th, we will be doing no debugging or general help, just accepting assignments and having quiz taking.

To sum it up:

Week 5- 1st program is due
Week 7 - Second program is due, and at least one quiz taken and passed.
Week 11 -50 percent of course work is due (more information will be sent you about this)
Week 13 – All work completed but two things, program or quiz
Week 15- the last week of instruction: No debugging help after April 25th, just program check off and quiz taking on April 26th –April 28th.

Last day we accept work is Fri April 28th

Students finishing incompletes grade guidelines: If you are finishing an incomplete DO NOT ADD THE CLASS AGAIN. Just come into the center after 3rd week, complete any missing work and then you will need to take the final. When you are done with your work-you need to bring us a petition to remove an incomplete grade form that can be found on the registrar web page.

The final grades for students finishing incompletes goes as follows:
Pacing points are not factored in (although we still recommend turning in work regularly, students who wait until the end may have work put on hold)

40 points assignments and quizzes + 40 points for final exam = 100% you still need 70% or 56 points to pass.

Assignment check offs: If you have an assignment ready to get graded, meaning you have all what the check list in the assignment requires, check the tutor schedule on our web site to make sure a tutor is scheduled to be at the center who teaches your class, if it’s early in the semester you can also ask at the front desk when a tutor who teaches your class will be in. It is always best to get to know your tutors so you can find who you work best with and their schedules.

Programs MUST be completed before corresponding quiz can be taken. But you can continue working on programs if you are waiting to retake a quiz, in fact we encourage that. For Assignments, you must have your code and test cases showing correctness ready to be examined for the tutor to grade before the grading session in order to pass.
**Quizzes:** For some reason in the past few semesters, quiz taking has become a source of anxiety. True, you must have correct answers on all questions on the quiz in order to pass, but retaking quizzes is part of the learning process, and tutors will sometimes allow you to make a change if you made a mental error. Quizzes must be completed in one sitting; they cannot be done as a work in progress. There is a TWO DAY WAIT for retaking quizzes, so it’s of you best interest to only take quizzes when you are prepared. Don’t just take a quiz due to fear of losing pacing points as that strategy, as that will back fire on you. How do you know you are ready? If you did the corresponding program and feel confident. And really there is nothing to be nervous about. If you are working well with the course, the quizzes are just part of the process.

**Key Dates:** The last day we will be offering help with programs is Tues April 25th. We will accept programs and quizzes through Friday April 28th but no debugging help after April 25th. The last day we will accept work or offer quiz taking is Fri April 28th. Our regular finals will take place Monday May 8th. We usually offer a scheduled early final too, a week or two before instruction ends, as incentive for students to finish early! Time to be announced. We are not open during R/R week but we do offer end of the semester review sessions.

**TIPS FOR SUCCESS:**
- Take the courses seriously as you would any class you are taking at UCB
- Read all our email announcements, check piazza for more announcements and to make sure you know about your course deadlines
- Plan regular times to work on programs and a regular time to come into the center
- Get to know your tutors and find the ones you work best with
- Keep working on programs even if you are stuck on a quiz. You can work ahead on programs while taking the quizzes

We are here to help so come in any time to ask questions also. Best wishes on your course!